SOUTHERN ILLINOIS
UNIVERSITY LIBRARY

Digitized by the Internet Archive
in 2012 with funding from
CARLI: Consortium of Academic and Research Libraries in Illinois

http://archive.org/details/facultybulletins02sout

SOUTHERN ILLINOIS
UNIVERSITY LIBRARIES
CARBONDALE

SF3
F1
v.2

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II September 7, 1936 Number 1

****

Meetings

The faculty meeting which was scheduled to be held on Tuesday at four o'clock will be held on Wednesday at the same time instead. There is to be a political meeting in the auditorium at four o'clock on Tuesday, and we should not like to be accused of calling a faculty meeting to interfere with the attendance of members of the faculty at this meeting.

The Council of Administration will meet on Tuesday afternoon at three o'clock in the usual place.

Change in Daily Class Schedule

In one of the meetings of the Council of Administration during the summer term it was decided to change the daily schedule of classes. The new schedule will be as follows:

7:50-8:40 -- first hour classes
8:45-9:35 -- second hour classes
9:40-10:10 -- Chapel
10:15-11:05 -- third hour classes
11:10-12:00 -- fourth hour classes

Noon

1:05-1:55 -- fifth hour classes
2:00-2:50 -- sixth hour classes
2:55-3:45 -- seventh hour classes
3:50-4:40 -- eighth hour classes

Chapel Schedule

The chapel schedule for the first week of school will be the same as it has always been hitherto at the beginning of a term. There will be chapel exercises on Tuesday and Wednesday and Friday. Faculty members are asked to attend chapel on all three days. After this week a schedule of chapel exercises similar to that of the summer term will be established.

SIU 11374

Report of the College Business Office

Mr. Miles has prepared a very complete report of all the business affairs of the College. This report should be of interest to all members of the faculty, particularly to the heads of departments. Two copies have been placed in the library to be charged out to members of the faculty for one day only. The one day rule on these reports is necessary in order to give all members of the faculty who want to do so a chance to see the report within a reasonable time.

The report is the first result of a reorganization of the accounting procedures in the Business Office which was begun by Mr. Miles last fall. Our College has taken the lead among the teachers colleges of the state in setting up a system of financial control which conforms fully with the recommendations of the North Central Association.

Our Campus Work Is Still Held Up

To our great disappointment a combination of necessary government routine together with labor trouble between one of the federal authorities and the local unions has kept the repair work on the campus tied up throughout the vacation. Work on the stadium has begun, and the painting project has been resumed. Work on the library and old science building is now scheduled to begin on September 8 if some further obstacles do not appear.

The result of the delay is that a number of the departments are going to continue to be seriously inconvenienced, especially the library and the physics department. As there was no possible way in which the administration of the College or the Business Office could avoid this delay, we can only ask that those departments that are discommoded will bear with the situation a few months longer; and that members of the faculty who are involved do everything within their power to keep the physical upheaval on the campus from interfering with the work.

Some Changes in the Use of Buildings

The College museum which used to occupy the two north rooms on the first floor of the Main Building has been moved to what used to be Socratic Hall on the third floor of the Chemistry and Manual Arts Building, and the rooms that the museum used to occupy are to be turned over to the departments of economics, political science, and sociology. Both of the literary societies will have much more convenient and better equipped quarters in the new science building as soon as the remodeling of that building is completed. In the meantime, it will be necessary for them to hold their meetings in the auditorium of the Allyn Building, or in the Strut and Fret room in the old science building.

The Reorganization of the Museum

The removal of the museum to the third floor of the new science building is going on. The museum is being reorganized and expanded. This work is being done by Miss Mary Goddard and Mr. Fred Cagle. Mr. Cagle has been studying the job of being curator of a museum and is doing a very fine piece of work.

In order that the museum may receive a maximum amount of use with a minimum amount of damage to and loss of specimens, I asked Mr. Cagle to prepare a statement of policy which the administration might approve. He submitted the following statement which has been approved by the administration and is considered to be in effect:

The museum plans a 1936-37 program that will be of direct teaching aid to the various departments of the school. The museum staff is prepared to construct any special exhibits or demonstration materials in the form of plaster or wax models, life history groups, etc. If there are any particular teaching aids that the museum might prepare for your classes, notify Miss Mary Goddard or Fred Cagle.

The museum will enforce a regular load system. A portion of the museum specimens will be reserved for this service. The following rules will be enforced:

1. No specimen will be loaned from the museum for more than two days.

2. A charge of 5¢ per day will be made for overdue specimens.

3. Persons taking material from the museum will be held responsible for damage or loss. Damages will be paid according to the judgment of the curator.

4. These rules are applicable to faculty members.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II September 14, 1936 Number 2

****

Meetings

Because some of the members of the Council of Administration have classes at three o'clock on Monday, the regular meeting time of the Council of Administration will be changed to Tuesday at three o'clock. The regular meeting will be held this week.

As I announced in the faculty meeting last week, school will be closed on Friday, and the members of the faculty will attend the meeting of the faculties of the Illinois State Teachers Colleges. Each faculty member is responsible for arranging his own means of transportation. There is a plan by which there will be some reimbursement for traveling expenses to some members of the faculty because we are much farther away from the place of meeting than are the faculties of three of the four other schools.

As we announced in Chapel last Friday, the freshman groups will meet on Tuesday morning during the Chapel period. Miss Bowyer suggests that the sponsors meet their groups in the same rooms in which they met for registration. If some sponsors wish to change the place of meeting, announcement of the change can be made at this first meeting. The list of sponsors and rooms is posted on the bulletin board at the entrance of the auditorium.

The Faculties Meeting in Brief

The following statement was given me by Mr. Lentz representing the committee from the five teachers colleges which has arranged the program for the faculties meeting in Springfield:

Date: Friday, Saturday, September 18 and 19.

Place: Springfield, Abraham Lincoln Hotel.

Purpose:

1. To promote acquaintance among members of the Teachers College faculties.

2. To unify, so far as practicable, our common aims and functions as teacher training institutions. To present a united front and minimize rivalries among these colleges, to the end that they may function more effectively in their common purpose.

3. To provide a forum for discussion and an agency for research in many departmental problems peculiar to the teacher training institutions.

4. To assume the responsible leadership in Illinois education to which these institutions are entitled and which they are expected to assume.

Some Suggestions from the FSA Committee

Mr. McAndrew, chairman of the Federal Student Aid Committee, asks that the following suggestions be made to faculty members:

"In some instances individuals do not accept FSA jobs after having been notified of their appointment and tell other people on the campus that they are not going to be in college, but do not inform the FSA office. Sometimes three or four students will come into the office and state that they want an appointment to a vacancy about which some faculty member has told them. Faculty members should inform the office promptly of the withdrawal of any FSA student.

"It is also suggested that faculty members bear in mind that most of the students sent to them will not be experts at the work to which they are assigned and will need a little patience and guidance for a month or six weeks. The FSA office does not care to be put in the light of complaining, but we rather think these suggestions called to the attention of the faculty members might be helpful."

Questionnaire for Annual Reports

Each year it is necessary for the Registrar to fill out reports to the North Central Association and to the American Association of Teachers Colleges. These reports call for certain personal information about faculty members. The last page of this Bulletin is a questionnaire prepared by the Registrar which will furnish the information called for on these reports. Each faculty member is asked to fill it out carefully and return it to the Registrar as soon as possible.

Southern Illinois School Masters' Club Meeting

Tomorrow the superintendents and principals of Southern Illinois will hold a meeting at ten o'clock in the auditorium of the Old Science Building. There will be a 50¢ luncheon at noon at the Roberts Hotel to which faculty members are invited. Since these men are the people in our territory with whom we are most directly concerned, since they employ the teachers whom we prepare, and since most of their problems are also our problems, it is well for us to show a good interest in their meeting. I would like to urge, therefore, that as many men of the faculty as may find it convenient plan to attend the luncheon at the Roberts Hotel tomorrow at noon. Reservations may be made with Mr. Merwin.

The morning program for the meeting follows:

1. What's Wrong with University of Illinois High School Conference--Eckert (Herrin), Nickolas (Murphysboro) Hall (Coulterville).

2. Teacher Turnover Due to Economic Conditions--Buford.

3. Present Status of Legislative Program--Waller

4. Report of Special Meeting of Publicity Committees--Fulkerson.

5. Work of Committees of State Association--Merwin.

Separate meetings of high school principals and superintendents will be held in the afternoon for informal discussions at the Hotel.

Faculty members who are interested are welcome to all sessions.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II September 21, 1936 Number 3

****

Meeting

The Council of Administration will meet at three o'clock on Tuesday afternoon.

Time-keeping for Federal Student Aid

Mrs. Gum, who has charge of the student employment office, asks that faculty members' attention be called to the fact that the time of FSA students is to be counted in clock hours and not in the fifty minute class periods. Students who are on the standard fifty hour monthly budget should work an average of two and a half clock hours or three fifty minute class periods each school day. Faculty members may arrange with students to get in the required number of hours in any way that is mutually convenient for the student and the faculty member.

It might be added that where the faculty member's arrangements for Federal Student Aid are not exactly satisfactory, he is expected to confer with the student employment office to see whether or not any improvement is possible. Not all the students who have been assigned will fit into the jobs to which they have been assigned, and some adjustment will be possible. Of course, we cannot give everybody the best available students.

Reports of Results of Freshman Tests

I am very anxious to receive summaries of the results of the freshman tests that were given. Mr. Mayor has already shown me an informal summary of the results of the arithmetic tests. When these summaries are available, I should like to present them in this Bulletin, because an understanding of the student's ability in the tool subjects ought to be helpful to the college teacher.

Graduate Education Class Starts Saturday

The first meeting of the graduate class in education which is being offered on our campus by the University of Illinois will be held next Saturday, beginning at ten o'clock.

Faculty members who are doing work in fields where this credit will count are, of course, eligible to enter it. Full credit for the work is assured. The price for the course is twenty-five dollars.

Curriculum Revision and Improvement of Instruction Not Complete

Now that the confusion of opening a new school year is about over, we need to be reminded that the work on the revision of the curriculum and the improvement of instruction is by no means finished. In connection with the work on the curriculum, those departments who have not completed a detailed suggested course for their own majors should do so early. About half of the departments have already done so. Department heads who wish to see what other departments have done may examine the copies of their courses in the office.

One criticism that might appropriately be made of some of the suggested courses already presented is that they too definitely restrict the student's field of election. I do not think it well for the student's minor to be dictated by his major department. In order for us to make practical teaching combinations for the small high schools of southern Illinois, it will still be necessary for us to have a considerable number of graduates whose minors do not fall in fields closely related to their majors. For example, within the past week we have had a chance to place a student who had a History-Latin combination. During the summer, we had a chance to place one who had a General Science- Latin combination. As long as the small high schools require teachers who are trained in this way, it will be necessary for us to provide them, and we cannot do so when we demand that a student choose his minor in a field closely related to that of his major.

In so far as it is true that a student should have some work in fields related to his major field (for example, a teacher of physics or chemistry must have a reasonable amount of mathematics, or a teacher of history must have some training in economics and political science), we can provide this training by planning our majors along somewhat broader lines, instead of expecting a student to get the broader training for his major field by selecting appropriate minors.

There is one other idea that I think needs to be emphasized in planning courses for freshmen. We have quite wisely, I think, laid down the general rule that the freshmen and sophomores should take work in those aspects of general education that they did not take in high school. To this rule I think the foreign languages should be clearly excepted. A student should be encouraged to continue the study of the language he started in high school.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II September 28, 1936 Number 4

****

Meetings

The Council of Administration will meet at three o'clock on Tuesday afternoon.

The sub-committee of the Curriculum Committee will meet Tuesday at the chapel hour in room 105 of the Chemistry and Manual Arts building.

Meetings of all the freshman groups with their sponsors will be held on Friday at the chapel hour.

District Conference on Juvenile Delinquency

On Friday evening and all day Saturday of this week a district conference on juvenile delinquency will be held on this campus. This conference is sponsored by Mr. Sam Ryerson, State Sociologist, of the State Department of Public Welfare, and Mr. Thalman of the Education Department of this College. A program of the meeting will be issued to the faculty this week. All faculty members are invited to attend any of the sessions of the conference. A particular invitation is given to attend the dinner meeting which will be held at the Methodist Church on Friday evening at six o'clock. The price of the dinner will be fifty cents. Reservations should be made with Mr. Thalman today. They may be placed in his mail box.

On Saturday morning at eight o'clock there is to be a breakfast at Anthony Hall for college women who are attending the conference or who are interested in this work. Reservations for the breakfast should be made with Miss Baker as early as possible.

In connection with the meeting, the county judges of the twenty-seven counties of Southern Illinois will meet on Friday afternoon in a special meeting of their own.

On Approving Vouchers for Goods Delivered

All heads of departments and frequently other members of the faculty and the college staff are occasionally asked to approve vouchers for goods which the College has purchased that

have been delivered on their order. The purpose of this approval, of course, is to guarantee to the College that all of the items charged for on the bill which is attached to the voucher have actually been received by the College.

Last week my attention was called by the Business Office to an embarrassing situation in which the College has become involved because a faculty member had approved a voucher for a bill of goods, a large part of which had never been and has not yet been received. When the member of the staff was confronted with the situation, she said she was sorry, and added that she did not very often approve bills without checking them. To approve a voucher even once without being sure that all the goods for which the voucher is to secure payment have been received is a serious breach of responsibility.

Within a short time we hope to have a well organized permanent continuing inventory. When this happens, goods receipted by a department will be charged to the department. The person in whose charge the materials are placed will be held personally responsible for their presence, or for a prompt report of the loss of any item, however trivial it may be. It is only by being very strict in matters of this kind that a large public institution can be operated without having property carried away by students whose standards of honesty are such that they do not consider it theft to take public property.

We will accept no more excuses for approving vouchers indicating the receipt of goods that have not been received.

Bring Major Department Transcripts Up-to-Date

Last year a transcript of credit was sent to each department head for each junior and senior who was majoring in his department. These were provided in order that the department head might use the student's previous record as a basis in advising him in choosing his courses. These transcripts are valueless unless they are up-to-date. Department heads are asked, therefore, to bring their transcript blanks to the Registrar to have them brought up-to-date.

Some new upper class students have come in, and a large group of sophomores have come into the junior class. Presumably, the department heads do not have transcripts for these students. They are asked, therefore, to hand in a list of names of students majoring in their departments for whom they do not have transcripts.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II October 5, 1936 Number 5

****

Meetings

The regular monthly faculty meeting will be held Monday at four o'clock in front of Section III in the Auditorium.

The Council of Administration will meet at the usual time and place.

All freshman sponsors are asked to meet Wednesday at the Chapel hour in Mr. Lentz's room.

Sane Student Criticisms

There were two small items in the Egyptian last week that interested me. The first was a letter in the"Wailing Wall" in which the author objected to the fact that from where she sits in the Auditorium, it is impossible for her to hear. Since the acoustics in the Auditorium are very bad, it is necessary almost to shout in order to be heard at the back of the room. Several times most of the students have been unable to participate in the devotional exercises because they could not hear the announcements made by the faculty member who led them.

The second item was a little "gag" in one of the columns wondering why the faculty members do not observe the same decorum in Chapel that is expected of the students. These hints to the wise should be sufficient.

The Egyptian, by the way, is a college newspaper of which we have a right to be proud. The staff and especially the faculty advisors who have built the organization up through the years deserve high commendation.

Faculty Committees

During the course of last year, a number of standing committees of the faculty were appointed to take care of various matters of general importance to the College. It is assumed that, except where they have been definitely discharged, these committees will stand and are expected to function. No changes have been made in committee chairmanships. I am asking that each committee chairman reorganize his committee, if this has not already been done,

and start to work. If, in the judgment of a committee chairman, changes in the personnel of his committee are desirable; or if there are individual members of a committee who would rather be relieved of the responsibility, this matter can be taken up with the office. Perhaps some of the new members of the faculty should be added to committees in which their fields of interest are involved.

The Harvard President's Tercentenary Address

I have just finished reading President Conant's address at the Tercentenary Celebration at Harvard. The address is published in last week's School and Society. In this address, President Conant describes four major functions that combine to form the character of a modern university. A part of the address is taken up with the question of whether teaching and productive scholarship can both be adequately served when the same faculty is expected to carry them both. President Conant's answer to this question is a decided affirmative. The article is one that members of the Curriculum Committee and others, who are interested in the general problems of the direction that higher education should take in the United States should read.

In this connection, let me again call attention to the fact that School and Society is preeminently the professional journal for college teachers. It comes weekly to the Library.

Cooperation with Our Publicity Service

Mr. Vernon Crane, who was editor of the Egyptian last year, is this year working part-time for the College to take care of our publicity. In order that important items of news about the school may not be overlooked, it is necessary for each faculty member to take some responsibility for cooperating with Mr. Crane. We have provided a box for Mr. Crane in the Business Office where the faculty mail boxes are. We are very anxious that faculty members drop into this box notes about note-worthy work that is being done in their departments and important items of personal interest about themselves or their friends.

We do not want this publication service to become an instrument for promoting any individual personally, but on the other hand we do not want the modesty of individual faculty members to keep them from letting Mr. Crane know about any kind of distinction that may come to them. We want these items, not for the purpose of recognizing the individual faculty member, although it is important and worthwhile to do that, but we want them for the sake of the College. We are asking, therefore, that faculty members give Mr. Crane their fullest cooperation.

Correct Reports on Teaching Loads

We must report the teaching load for this quarter to the American Association of Teachers Colleges. If any shifts have been made in the load of any faculty members since the last report was made, it should be corrected in the office today.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II October 12, 1936 Number 6

****

Meeting

The Council of Administration will meet at three o'clock on Monday in the President's Office.

Keep Quarterly Requisitions Low

I should like to emphasize what Mr. Miles has already indicated on the announcements calling for quarterly requisitions, namely, that it will be necessary to restrict these requisitions to absolute necessities. We are going down the line toward the close of the biennium, and there are certain unknown quantities connected with our building program. We need to conserve our funds.

Two New Freshman Sponsors Needed

Miss Bowyer asks that I announce that two new women sponsors are needed to sponsor freshman groups of girls. We should like to have some volunteers present themselves to Miss Bowyer. The work of sponsoring freshman groups is not too burdensome, and it is highly important to the welfare of the College.

Low Freshman Grades Are Wanted

All faculty members are requested to report tentative grades for the first six weeks for all freshmen in their classes who are making grades of C minus or below. Cards for this purpose may be secured from the Registrar. These reports should be in the office Monday, October 19, after which they will be sent to the freshman sponsors. This is very important.

Winter Term Schedules Are Due

Heads of departments are asked to come into the office to fill in the winter term schedules of classes. In making these schedules, it will be necessary to indicate the days on which the classes meet and also the days and the hours for extra laboratory periods. Miss Peacock's committee will then work out a workable schedule for all classes.

Generally speaking, unless there is good reason for doing otherwise, Monday, Wednesday, and Friday should be the best days for three hour courses so that some two hour courses can be scheduled on Tuesday and Thursday at the same hours without conflict. I understand, of course, that in the English Department and perhaps in some of the other departments, there are good reasons why all three hour courses cannot be given on Monday, Wednesday, and Friday.

Homecoming Activities

All members of the faculty have the responsibility for making the visitors who will be on the campus for the Homecoming celebration feel that the College is glad to have them come and wants them to enjoy their visit. To this end every faculty member should be at some pains to act as host to former students who seek him out or whom he happens to meet. One feature of the Homecoming program that should be made an important one is the Open House at Anthony Hall from four to six o'clock on Saturday afternoon. Since this will probably be the best place where former students may come to meet faculty members whom they knew, it would be desirable for those members of the faculty who have been here for some years to spend a little time at this gathering.

There will also be a luncheon at the Baptist Annex at 11:45 o'clock Saturday at which the chairmen of the stadium drive in each county are to be the guests of the Stadium Drive Committee. Faculty members who have been connected with various county organizations and others who are interested are invited to attend this luncheon. In order to keep the cost from being too big a drain on the stadium fund, it is necessary for us to ask that members of the faculty who attend the luncheon pay their own expenses. Reservations should be made with Miss Hetherington in Mr. McAndrew's office before Friday noon.

Faculty Admissions to Entertainment Course

By action of the Entertainment Course Committee, the following are the regulations concerning faculty admission to Course numbers:

(1) Faculty members, and their wives or husbands, will be admitted to all programs (both chapel and evening) upon presentation of an activity ticket which may be purchased at the regular student rate of 75¢ per term. This does not include the Cooperative Concert.

(2) Those without activity tickets will be charged the same admission as the general public. This charge will be a minimum of 25¢ for chapel programs and 40¢ for evening programs, the variation above this minimum depending upon the cost of the attraction.

Additions to the Special Bulletin

At the suggestion of some of the members of the faculty several items are to be added to the Special Bulletin, which was given out at the faculty meeting last week, before it is published in the Homecoming edition of the Egyptian:

Under Division I, What has been accomplished, the following items should be included:

"Enlarged staff of commerce department with a view to making it possible to provide full training for commercial teachers in Southern Illinois high schools.

"The introduction, under Miss Roach's supervision, of art work in the rural school department."

Division III, Some Goals Ahead, should also include

"Expansion and improvement of facilities in the departments of agriculture and home economics to train teachers to teach these subjects in Southern Illinois schools, to create a general understanding among our graduates of the problems of rural life, and to demonstrate how farming may be carried on successfully in the region we serve.

"Complete redecoration of the inside of the Auditorium and refurnishing the stage with modern stage equipment."

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II October 19, 1936 Number 7

****

Meeting

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

The Class Schedule for Thursday Morning

The Chapel program on Thursday will be changed in order to make arrangements for the concert by Luther King. Unless it is impossible to arrange to suit Mr. King's schedule, all four morning classes will be shortened ten minutes and held without interruption. In that way Chapel will convene at 10:50 for the concert. A special bulletin will be issued if any change in this schedule is necessary.

The schedule of classes follows:

1st hour-- 7:50- 8:30
2nd hour-- 8:35- 9:15
3rd hour-- 9:20-10:00
4th hour--10:05-10:45
Chapel --10:50

Homecoming Suggestions

The annual Homecoming celebration seems to have been a success in most respects. There are, however, some ways in which it could be improved.

I was not present at the pep meeting on Friday morning, but I understand that it had some rowdy aspects that ought to be discouraged. It is reported that most of these occurred in the freshman class. The job of getting students to see the difference between legitimate expressions of school spirit and sheer riotous disorder is one for the freshman sponsors.

Another suggestion that comes from one of the visitors to the campus is that we should have a central registration point for all alumni and visitors where they can find out who else is here among people whom they would like to meet, and where copies of the newspaper and the program of activities can be given to each visitor.

Doubtless other suggestions for improving the Homecoming celebration will occur to some of the members of the faculty. We should like to have them now while the problems are fresh in our mind, so that we may set them down to guide us next year.

Departmental Teaching Load

I am presenting below an analysis of the enrollment of the College by departments for the fall term:

	Full Time Teachers	Total Number Credit Hours	Credit Hours per Teacher
Agriculture	1	416	416
Art	2 1/6	674	311
Botany	2 2/3	706	265
Chemistry	4	1312	328
Commerce	3	1284	428
Economics	1 2/3	1152	691
Education	2¾	1976	718
English	10¾	3257	303
Foreign Language	5½	1413	257
Geography	3¼	1392	428
History	5 5/6	2652	455
Household Arts	1 1/12	179	165
Industrial Arts	1	236	236
Mathematics	3	1384	461
Physics and Astronomy	3	621	207
Physiology and Health Education	1	516	516
Political Science	1	621	621
Sociology	1	677	677
Zoology	2 1/3	655	281

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II October 26, 1936 Number 8

****

Meetings

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

Meetings of all the freshman groups with their sponsors will be held on Friday at the Chapel hour.

Report Students Who Drop Classes

The Dean of Men, the Dean of Women, and the Registrar have a complaint to make about the failure on the part of some faculty members to report promptly the names of students who are dropped from their classes. The notice that a student is dropped from class should be sent in the day after he is dropped. It is the only means by which the administrative officials who are concerned can get information about people who leave school. Faculty members will please make this a matter of first importance.

The No-Credit Clinic Courses

Another place where faculty members are forgetting or neglecting to help carry through an important policy of the school is in cooperating with the no-credit courses in English and handwriting. By the recommendation of the Curriculum Committee we have abandoned the general requirement of a four hour course in handwriting for every student who takes the two year course for elementary teachers, and have substituted for it an indeterminate no-credit handwriting class to which any student whose handwriting is very bad may be sent by any faculty member at any time during the term. The student will be asked to remain in this no-credit handwriting class until in the judgment of the teacher of the class he has made enough improvement to warrant his being excused. This may occur at the end of a week or may take much longer.

This plan will work only if all faculty members will cooperate by sending people whose handwriting is conspicuously bad into the clinic class. Very bad handwriting is certainly not acceptable in an elementary school teacher, and good handwriting is a decided advantage to a teacher anywhere else. On the other hand, handwriting is not a subject for which college credit can properly be given, and the most intelligent and economical way to provide instruction to those who need it is by the plan that has been outlined.

Beginning last year, a similar plan was made for general English composition. A student whose spoken or written English in any class is very poor is supposed to be sent by the teacher of the class to Miss Bowyer, who will arrange to have the student take a no-credit course in the fundamentals of good English.

The very fact that these no credit courses exist will do much toward improving or removing the semi-literate students, some of whom we used to send out to teach with the full official approval of the school. As long as a miserably poor quality of work is accepted everywhere on the campus except in the English classes, a certain proportion of our students will not think it worthwhile to make themselves do better. On the other hand, when they know that the penalty for carelessness is extra work for which there will be no credit, most students will be able to correct their own deficiencies. This is much better and more economical than to make all students, irrespective of their previous training, take work that most of them do not need.

But the plan will work well only if all teachers cooperate.

Faculty Museum Committee

The following faculty members have been appointed to serve on a committee to act as a governing body for the College Museum:

Mr. Bruce Merwin, Chairman
Miss Mary Steagall
Mr. K. A. Van Lente
Mr. Willard Gersbacher
Mr. T. F. Barton
Mr. John Wright
Mr. O. B. Young
Miss Mary Goddard
Mr. W. M. Bailey

Getting Acquainted at Cape Girardeau

On Thursday of last week I spent the day at the meeting of the Southeastern Division of the Missouri State Teachers Association at Cape Girardeau. I had an opportunity to visit the Teachers College and to see some of the things that are being done there. I was impressed with the excellence of the College. It is always good for any of us to see what is being done in our field by other people. The Cape Girardeau campus is just a little less than fifty miles from ours. The people at Cape Girardeau are anxious to maintain easy, friendly, and mutually helpful relations between our school and theirs. I think we should do everything we can to meet them half-way. Dean Myers has even gone so far as to suggest an occasional exchange of professors for a term.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II November 2, 1936 Number 9

****

Meetings

The regular monthly meeting of the faculty will be held Monday afternoon at four o'clock in front of Section III of the Auditorium.

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

On Thursday, Friday, and Saturday of this week we are to have a Rural Youth Conference on the campus. This conference is sponsored jointly by the Department of Agriculture of the University of Illinois and the College. Programs were placed in the Faculty boxes some days ago. We hope that all Faculty members who have any contact at all with this conference will do everything they can to give the young people who attend it a favorable impression of the school.

What Should we Expect of FSA Students?

Some complaints have come to the office from both FSA students and from faculty members. The complaint that comes from students is that some faculty members expect too much and some do not make the assignments of work specific enough. In one instance a student complained that sometimes he is kept waiting half an hour or more before being put to work. The complaint that comes from faculty members is that some students do not report promptly for work, and do not try or are not able to do a good quality of work.

On the part of the students, let it be said that many of them are having a very hard time to stay in school at all. Some do their own housekeeping, some do extra work for pay while they try to carry a full load of college work. Hence, no faculty member should waste any of a student's time. He has a right to know what is expected of him so that he can do it promptly and be released to attend to his other affairs.

On the other hand, the student is expected to earn his money, and the faculty member has not only the right but the duty to see to it that unworthy people do not receive aid that might otherwise be given to students who would be appreciative and conscientious.

The Student Employment Office is doing a fine job but the work cannot be done as well as it should be without the cooperation of faculty members. Students who do not try to do their work should be induced to change their habits or give up their places.

The Final Examination Schedules

It will soon be time to announce the examination schedule for the fall term. Mr. Cramer recently suggested that the examination schedule be expanded to cover three days. His suggestion was discussed at the meeting of the Council of Administration, where the feeling seemed to be that this would be giving too much time to it. It was tentatively decided that examinations for seventh hour classes would be given on Monday, November 23, from 2:50 to 5 o'clock. The examinations for the other six hours would then be given three on Tuesday, and three on Wednesday. The examinations would begin at 7:30 in the morning, two hours would be allowed for each examination with an hour between. Thus, the daily schedule would be as follows:

Monday

7th hour classes - 2:50-5:00

Tuesday	Wednesday
1st hour classes - 7:30 - 9:30	2nd hour classes - 7:30 - 9:30
3rd hour classes -10:30 -12:30	4th hour classes -10:30 -12:30
5th hour classes - 1:30 - 3:30	6th hour classes - 1:30 - 3:30

Before finally settling this change in schedule, we shall be glad to hear other suggestions from faculty members, if they have any to offer.

For Sponsors of Student Activities

In the weekly bulletin for February 3, 1936, there was printed a detailed statement of policy for student activities. The statement dealt particularly with the financial management of the organizations. Mr. Miles suggests that it would be well for faculty sponsors of all extra-curricular activities where student treasurers handle money to re-read this statement of policy. It applies to every activity without exception, and faculty sponsors are expected to see that it is followed. A copy of this statement of policy has been made and posted at the faculty mail box for organization sponsors who do not have a file of last year's bulletins.

The High School Conference at Urbana

The annual high school conference at the University of Illinois will be held on Thursday, Friday, and Saturday of this week. Several weeks ago Mr. Warren asked whether the members of the University High School staff might attend it and whether they might receive some expense allowance. At that time I said that we would allow mileage on three cars and lodging at the state hotel rate for one night for each of the teachers in the high school.

Since that time a large number of members of the College Faculty have asked for leave to go, so many that the College could not possibly afford to pay expenses for them, desirable as it is for them to attend the conference. Since the conference is specifically for high school teachers, the arrangement for the high school staff will remain as it was made some weeks ago, but no expenses will be paid for members of the College Faculty for this meeting.

This brings up another problem which also comes up occasionally in connection with meetings of special departmental groups, namely the question of what should be done with the classes while the staff members are away. In most cases this question can be settled within the department. For example, if there is more than one staff member in the department the members may take turns in attending conferences while their colleagues carry on the classes as well as possible. Obviously we cannot let all members of the faculty be away at once. I am sure this can be left to the good sense and fairness of the members of the staff of each department.

Nothing is More Important Than Fine Teaching

When I examined Mr. J. Cary Davis's doctor's dissertation recently, I found that he had dedicated it to a member of this faculty, with the following dedicatory paragraph:

> "To the one who first taught me to look upon grammar as a fascinating game, and through her personality, made words seem helpful friends with interesting histories and wonderful possibilities of their own -- my Latin teacher, Helen A. Baldwin."

This is one indication of the fundamentally important value of teaching which generates enthusiasm in the superior young people who come into the various fields which are represented in the College. The whole scholarly tradition has been carried forward through the centuries almost entirely by direct personal contacts between teacher and pupil. In past years a large amount of superior teaching has been done on this campus. I sincerely believe that

the best course that I ever took in any school that I have attended, the course which provided the central scaffolding for much of the learning that I have done since, which threw open wide fields of interest that I have ever since found it a thrilling experience to explore, was Mr. Wham's course in the History of Education. Other students, with different inclinations who were here in my time, no doubt found their inspiration in other classes. I have been greatly impressed, for example, with the number and the fine scholarship of graduates who have gone out from our botany and zoology departments.

Quite often the student does not come to appreciate until years later the great value of fine teaching that he receives while at College. Often the teacher who is setting great forces in motion in a college like this is never given the satisfaction of knowing how great the value of his work to some of the students who pass through his classes has been. Education has to proceed on faith. It is important, both for our effectiveness and for our happiness, that each of us keep his own faith alive.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II November 9, 1936 Number 10

****

Meetings

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

There will be a meeting of all freshman sponsors during the chapel period on Tuesday.

The freshman groups will meet during the chapel period on Thursday. It is suggested that the freshman group sponsors advise the freshmen about registration and arrange for any individual conferences that may be desirable with members of their groups about their programs.

A public forum, sponsored by the officers of the 25th district of the Illinois Federation of Women's Clubs, will be held on the campus all day on Tuesday of this week. Local arrangements for this conference are in the hands of Mr. Nolen, Director of Extension Service. Mr. Beyer, Mr. Bowden, Mr. Barton, and Mr. McIntosh will appear on the program.

Dr. Mabel Carney of Columbia University Will Visit the College on Wednesday and Thursday of this Week

Dr. Mabel Carney, Professor of Rural Education at Columbia University, will visit the campus this week. She will visit our rural practice department and some of the other rural schools of the area. On Wednesday evening at 5:30 o'clock there will be a banquet for Miss Carney at the Missionary Baptist Church. Reservations for the banquet may be made with Mr. Brown some time before Tuesday at four o'clock.

Change in Chapel Schedule

Since this is National Education Week and since Wednesday will be Armistice Day, we shall have chapel exercises on Monday, Tuesday, and Wednesday. At the chapel exercise on Monday, Dr. Charles A. Lee of the education staff at Washington University, formerly State Superintendent of Schools of Missouri, will be the speaker. He will give an Education Week address. On Wednesday there will be an Armistice Day program at which Mr. Leo Babcock, President of the Senior Class, will be the principal speaker. Mr. Babcock is a veteran of the war, and was for eight years county superintendent of schools in Clay County.

Change in Class Schedule for Friday

On Friday of this week at two o'clock there will be a football game with the Teachers College at Charleston. In order to make it possible for students and faculty to attend the game the class periods will be reduced to thirty-five minutes, and there will be no intermission at the Chapel period. The schedule of classes will then be as follows:

1st hour -- 7:50- 8:25
2nd hour -- 8:30- 9:05
3rd hour -- 9:10- 9;45
4th hour -- 9:50-10:25
5th hour -- 10:30-11:05
6th hour -- 11:10-11:45
7th hour -- 11:50-12:25

Examination Schedule for the Fall Term

Since no objection has been raised to the plan that was advanced last week, the schedule of examinations that was suggested then will be followed. The definite schedule by classes follows:

Monday

7th hour classes - 2:50-5:00

Tuesday

1st hour classes - 7:30 - 9:30
3rd hour classes -10:30 -12:30
5th hour classes - 1:30 - 3:30

Wednesday

2nd hour classes - 7:30- 9:30
4th hour classes -10:30-12:30
6th hour classes - 1:30- 3:30

In cases where students and instructor prefer to do so, sixth hour classes may begin at 12:30 instead of 1:30 on Wednesday in order to be through earlier.

Contributions to the Stadium Fund

During the past six weeks, heavy drafts have been made upon the Stadium Fund for materials for carrying on the work. We have spent something more than $4500 from our part of the Fund for materials either now on the grounds or in transit. The WPA authority has spent something like $7700. An inspection of the project will show that fairly rapid progress is now being made.

The point of this announcement is that we shall soon need to call upon the faculty members who have made but not paid their pledges to the Stadium Fund. There are also a number of members of

the faculty who have not made any pledges at all. It is not my desire to ask anyone to make a pledge to the Stadium Fund against his will, but I am sure that some of the new teachers will want to do their part toward raising the $15,000 that it will be necessary for the alumni and friends of the school to raise. Pledges and payments may be made at the Business Office.

To those who were not here last year when the reasons for building the stadium were presented, it might be well to explain that the building of an athletic stadium was the only way in which the school could participate in the Federal expenditures under the WPA authority. By taking a chance on being able to raise the school's contribution of $15,000, we were able to get a $70,000 addition to the physical plant of the College. It is my judgment and it was that of the Teachers College Board that an opportunity to get five dollars for one should not be passed up. We, therefore, took the risk of being able to raise the College contribution in part from voluntary contributions from friends of the school, and in part from the Revolving Fund of the College.

Ever since the project was begun there has been occasional objection to spending money for an athletic stadium when there are so many other things that we need so much more. I am ready to agree that we do need other things more than we need a stadium. It happens, however, that the Federal Government was not ready to build a training school, to buy new furniture, or to employ additional faculty--all functions which in the view of the Federal Relief Administration the State of Illinois is amply able to do for itself. The Federal Government was ready to help us build a stadium. Since it is good sense to be guided by expediency in matters where one cannot control all conditions, we are building the stadium, and we are not much disposed to be disturbed or impressed with any of the objections that have been so far advanced.

Change in Schedule for Wednesday

On Wednesday we shall have the customary change in schedule for the morning of Armistice Day. We shall have shortened periods so that we shall be through with the four morning classes by eleven o'clock, at which time the Armistice Day program will be held.

Education Week Meeting at Community High School

There will be a public meeting at the Community High School Building on Tuesday evening at 7:30 at which Principal S. B. Sullivan of the West Frankfort High School will be the speaker. At this meeting some of the immediate problems of the schools of Illinois will be discussed.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II November 16, 1936 Number 11

****

Meeting

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

Make Upper Class Schedules Early

Under the plan for registration which we are now using all juniors and seniors will go to the head of the department in which they are doing their major work to have their programs made out. Ample time should be allowed for a good personal contact between the student and the advisor for developing acquaintance as well as for necessary conference. I think, therefore, it would be well for the department heads and those who will assist them in the making out of class schedules to set aside several hours during the week before the close of the term for doing this advisory work. In this way the student can have his program fully made out before registration day, and he will simply have to go through the routine of paying his fees and getting his schedule approved. Special cases can be postponed to after the grades are in, if this seems necessary.

Final Grades Due Friday, November 27

In order that the girls in the office may have a chance to tabulate them during the Thanksgiving vacation, we must insist that final grades for the fall quarter be in the office by 1:30 on Friday, November 27.

Conserve All Supplies

Mr. Miles, of the Business Office, reminds me to ask all faculty members to conserve school supplies at all points. Something can be done toward cutting down the cost of light and water by watching for waste. Most of all, we need to conserve the kind of supplies that we usually order on the quarterly requisitions. We are going down toward the end of the biennium, and as we have been rather generous in approving requisitions for equipment and supplies, it will be necessary from now on to practice the strictest economy.

Report on Stadium Fund Collections

I am giving below a report on the results of the drive for stadium contributions to date:

Received:	From Carbondale business men and friends of the school down town.....	$3,256.25
	From Members of the Faculty and Employees....	1,452.83
	From Student organizations.....	559.68
	From contributions of Alumni.....	575.27
	From benefit entertainments.....	518.94
	TOTAL	$6,362.97

A considerable number of Faculty pledges remain unpaid.

It will be observed that so far the campaign for contributions from alumni and friends of the school outside of Carbondale has been disappointing. We still have hopes that the county organizations that have been set up will come through with the quotas that the committee has tentatively assigned them. The fact that the construction of the stadium is now well under way and that its completion is assured ought to hasten the process.

Report of the Committee on Schedule Correlation

The following report on the winter term schedule has been received from the Committee on Schedule Correlation. The recommendations contained in the report are hereby approved and considered to be in effect.

The committee on Schedule Correlation found that the distribution of classes in the winter schedule is far better than that of last year. It is, in fact, so satisfactory that the committee is making no specific recommendations to individual departments.

The committee should like to make the following general recommendations:

1. That all instructors be reminded that except for good reason to the contrary, all morning classes should meet on Monday and all afternoon classes on Friday.
2. That all departments be encouraged to distribute 3 hour classes fairly equally over the five days. The committee does not find enough 2 hour classes to justify a widespread Monday - Wednesday - Friday distribution of the 3 hour courses. The 2 hour laboratories meet two consecutive hours and would therefore not be benefited by such an arrangement. On the other hand, if all 3 hour courses met Monday - Wednesday - Friday, some seniors would apparently be in school only on those days, and the burden on instructors with five 3 hour courses would be very great. There would also be additional difficulties in the matter of providing class-rooms.

3. That the work of this committee be continued, since it seems to focus the attention of departments on the even distribution of classes.

4. That Dr. Beyer be added to the committee, since we feel that his experience with the special needs of the Junior class would be valuable to us.

(Signed) V. L. Peacock, Chairman
(Signed) Geo. D. Wham
(Signed) J. W. Neckers
(Signed) Mary M. Steagall

A Questionnaire from Macomb

Mr. Petersen recently received the following questionnaire from one of the instructors at Macomb:

"I am attempting to prepare a report for our Faculty on what the Teachers Colleges of Illinois are doing along the line of publicity work. I will appreciate your answering the following questions and also any other information you will give me:

1. "Is some one individual faculty member responsible for a given place, county, or city, which might involve placement follow up work, of new teachers and prospective students?
2. "If the above is true, how is the faculty member selected for such work?
3. "Are the county superintendents contacted for help in obtaining new students and placement of teachers?
4. "About how many high schools does your college paper reach?
5. "Are the alumni active in aiding the college in the matter of new students and placements?
6. "Does some faculty member put in full time as a publicity agent? half time? one-fourth time? during the spring quarter?
7. "What percentage of time is each faculty member supposed to give to publicity work as covered by obtaining new students, advertising the college in high school visitation, and placement of new teachers?
8. "What other lines of publicity do the faculty members engage in?"

Someone at Macomb is evidently interested in an organized promotion program for the College there. I am not strongly in favor of elaborate plans for having all members of the faculty work in the way that some of these questions might suggest. I do think, however, that we all have the responsibility to carry on such work informally where and when we may have opportunity to do so.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II November 23, 1936 Number 12

****

Meeting

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

Chapel Time Is Not Conference Time

Several times recently faculty members have held meetings of students during the Chapel period, on days when there was a regular Chapel exercise. I can understand why it is convenient to do this, but remembering that there are 120 faculty members, I can also see how a growth of this practice could in time completely demoralize our Chapel exercise. I am asking, therefore, that except in cases of extreme emergency, students be not asked to have conferences with faculty members during the Chapel period on Chapel days.

The morale of the Chapel exercise in this College has always been maintained on a very high level. We want to keep it so. To this end we need the active cooperation of every member of the faculty.

Advisory Courses for Majors

Once before, I believe, something has been said in the Bulletin about the departmental advisory courses for students who are taking majors in the department. It is a good thing to plan advisory courses for majors, but it is not a good thing to make these courses too rigid. The courses may advise or recommend minor sequences to go with the majors, but they should not definitely prescribe them. There are two reasons for this. First, the student's own tastes and inclinations should continue to be respected; and second, we still have calls for teachers who are prepared to teach mixed combinations of all kinds. As long as we continue to have very small high schools, this condition will continue. It is our job to train people who can teach these combinations.

It goes without saying, of course, that all advisory courses for majors must conform to the fundamental general plan that was recommended last year by the Curriculum Committee. In order to graduate, students will be held for the minimum amounts of prescribed work in all of the major divisions of the curriculum.

In this connection another caution is in place. It was agreed last year, I think, that the general education which the

student receives during the first two years of college should supplement rather than duplicate his high school education. The freshman advisors who are making out cards, therefore, are expected to plan the individual student's course to fit his needs. If, for example, a student has had a year and a half or two years of some subject in the high school, he should not be required, sometimes he should not even be permitted, to take the five hour survey course in that subject in college, even though it is a general requirement for the average entering student.

It is the responsibility of the freshman advisor to study the record of each student in his group, and to plan for him a course which is roughly equivalent to the prescribed course for the first two years. The advisor should make himself thoroughly familiar with this course, and he, not the student, should be the one who determines when deviations from the regular course seem advisable.

Two Hours for Final Examinations

The rumor seems to be abroad among the students that the change in the schedule of final examinations means that for five hour courses the examinations will be three hours long. The increase in the time given to each examination was not intended to imply that any examination should last for more than two class periods. The extra hour is added in order to give the student time to relax and make whatever last minute preparations he thinks are necessary for his next examination. A teacher may use his own judgment about the length of his examinations, but two hours ought to be long enough for any reasonable purpose.

Directions for Making Out Student Programs

A number of questions about the administration of the new curriculum are coming to the office from freshman sponsors. Most of the questions that are being asked will be answered by the Suggestions and Recommendations of the Curriculum Committee that were issued in July. Mimeographed copies of these are available in the office. It is very important that all faculty members who make out students' programs be familiar with these recommendations.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II November 30, 1936 Number 13

****

Meetings

The regular monthly meeting of the faculty will be held on Tuesday afternoon of next week at four o'clock in front of Section III of the Auditorium. This change in the regular date is unavoidable.

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

There Are No Limited Credit Courses

A notice in the Egyptian last week to the effect that Biology 131 will not be accredited in either Botany or Zoology seems to have caused considerable consternation among some of the students. Some mistake seems to have been made since, according to the general principle laid down by the Curriculum Committee last year, no courses are any longer offered in this College that will not count at least as electives toward the degree. Biology 131 is no exception to this rule.

Furthermore, all survey courses given in any division should count as part of the requirements for majors in one or another of the departments of the division. Biology 131 should be so organized that it will count on both botany and zoology majors.

Registration Procedure Has Not Been Changed

The Egyptian last week also carried an account of registration procedure in which it was stated that senior assignment cards would be made out by Miss Steagall and junior assignment cards by Mr. Beyer. This, of course, is entirely wrong. Junior and senior assignment cards are to be made out by the heads of the departments in which the student is doing his major work, or by such members of the department faculty as the department heads designate. Assignment cards are to be returned to the President's Office and not to the examiners.

Inactive Faculty Committees

A number of the standing committees of the faculty seem to have been entirely inactive for some time past. I have notices from both Mr. Wham, the chairman of the Committee for the Improvement of Instruction, and Mr. Warren, chairman of the Curriculum

Committee, that the activities of these committees are to be resumed the winter term. There are some other committees whose activities should be revived. I think it should be a standing rule of the College that every standing committee of the faculty is to hold at least one meeting each term as a matter of routine. One of the members of the Athletic Committee tells me that he has not been called to a meeting of this committee for a number of years.

Committee chairmen whose committees have not met this year will please arrange to call meetings of their respective committees some time before Christmas.

Notice to Freshman Sponsors

Miss Bowyer asks that the following notice be addressed to freshman sponsors:

"After a student has procured a ticket for a certain class, he is definitely enrolled in that class. If he is allowed to exchange that class for another, there is a very definite procedure. He should be sent with his marked assignment card to notify the department that he is dropping his course. The head of the department should write on the card "Schedule changed" and send it to Miss Shank. Then and only then is the student entitled to another ticket. Of course, this does not apply to a shift from one section to another of the same course."

No Credit for One Unit

A unit of credit is so small that we do not like to record less than two quarter hours. If a student drops out of a three hour course at the end of the six weeks, an N.C. should be recorded and no credit given until the entire course is completed.

Faculty Must Help Enforce College Rules

The Library Committee asks that the following notice be issued: "It has been brought to our attention that students whose names appear on the library list for non-payment of fines continue to attend class due to the negligence of faculty members who fail to check the lists properly. This is an important matter, and the cooperation of the faculty is necessary."

Business Office Communication No. 55
November 30, 1936

To the Members of the Faculty:

For the past month, the Business Office has been accepting contributions for the following purposes:

1. Faculty pledges to the Stadium Fund.
2. Faculty contributions of 1/2 of 1% of monthly salary for faculty fund.
3. Pension contributions.

The Office is anxious to close all open accounts at the earliest possible convenience.

Your cooperation will be appreciated.

Edw. V. Miles, Jr.
Business Manager

EVM:CB

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II December 7, 1936 Number 14

****

Meetings

The regular monthly meeting of the faculty will be held on Tuesday afternoon of this week at four o'clock in front of Section III of the Auditorium.

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

The Curriculum Committee will meet in Mr. Warren's room on Wednesday at the chapel hour.

Special Bulletin for Freshman Sponsors

With this bulletin there is being distributed to all Faculty members a copy of the special bulletin for freshman sponsors. We could use a few more freshman sponsors than we have. Miss Bowyer will be glad to have anyone who is interested discuss the matter with her.

Cooperate with School Publicity Service

Mr. Vernon Crane, who was the editor of the Egyptian last year, is running a student news service for the College this year. This student news service needs the constant help of Faculty members. We are anxious to receive significant personal items about the Faculty members as well as about interesting projects that are under way on the campus. Please do not let your modesty prevent you from reporting matters that ought to be reported.

Observations on Registration

I am receiving some excellent suggestions from members of the faculty for making things work more smoothly next term. One plan submitted by Mr. R. A. Scott seems particularly good. I am interested in any ideas that faculty members may have for improving our registration procedure.

During the registration last week, there were a number of serious slips. Some of these grew out of the fact that this office had given no clear directions on some matters where procedures were

changed by the new curriculum. This will be remedied the spring term. Some trouble no doubt was caused by the fact that some of the people who were making out assignment cards either were not fully familiar with what was required, or neglected to consider everything that should be considered in making out assignment cards.

The decentralization of the responsibility for advising students in the upper classes by assigning it to department heads theoretically ought to be a very much better procedure than the one we have been using hitherto, because it provides much better opportunity for acquaintance with the student and careful consideration of his particular needs and desires. But it will work only if the department heads and those who help them will discharge their responsibility fully and completely.

Chaperons For Student Dances

The Social Committee submits the following very important matter.

"In order to distribute the obligation of chaperoning dances more equally among the faculty members and also to be assured that every dance will be provided with chaperons, the following steps will hereafter be taken. The organization will secure from Miss Woody a list of faculty members from which to choose their chaperons. On the day following the one on which the organization extends the invitation the form shown below will be mailed to the faculty member invited.

CHAPERONS FOR DANCES

Please fill out and return to Miss Woody within two days after receipt in order to enable the organization, which has invited you to chaperon its dance, to invite others in case you cannot serve.

Name_____
accept, cannot accept, the invitation from

_____
to chaperon the dance to be given on_____

"On the day following the dance the organization will report the names of the chaperons present to Miss Woody's office.

"Frequent reports have been received that faculty members accept invitations to chaperon but fail to attend. Others telephone regrets on the day and even as late as the evening of the dance when the organization cannot possibly secure substitutes. A request was made last year that the substitute be secured by the faculty member who found it impossible to attend at the last minute. This seems only courteous and the Social Committee is again making the request. It happened within the last year that at one

dance not one chaperon appeared although several had accepted the invitation to do so."

Schedules For Summer Term and Remainder of This Year

The Committee on the Arrangement of Schedules submits the following:

"Heads of Departments are requested to bring to the office by the end of the first week after Christmas vacation, departmental materials for the Summer Session Bulletin. At the same time schedules for the Spring, Mid-Spring, and Summer Sessions should be turned in. Descriptions of courses should be included for the subj cts to be given the Summer of 1937. Be sure to include the number of hours of credit and the number of periods a week classes will meet, designating the particular days.

"In arranging the summer schedule, a course for three hours of credit will meet four sixty-minute periods a week. Four-hour courses will meet five periods a week and five-hour courses will meet six periods a week. This will require two periods for the five-hour courses. We have only a five-hour day in the summer and some students may have difficulty in arranging a schedule. For this reason, we suggest that in so far as it is feasible all first hour five-hour junior college courses meet every day the first hour and on Tuesdays the second hour. If the laboratory and three-hour courses will arrange a free day on Tuesday, a dove-tailing will be permitted for some students. All second hour five-hour courses should meet every day at that period and the first hour on Wednesdays. All three-hour and laboratory courses in so far as it is possible should arrange a free day the first hour on Wednesday. Likewise third hour five-hour courses may meet the extra day on Thursday the fourth hour at which time the laboratory and three-hour courses may arrange a free day. Fourth hour five-hour courses should meet the extra period on Friday the third hour at which time three-hour and laboratory courses should be off.

"On account of laboratories and limited classroom space it will no doubt be impossible to follow this schedule comoletely, but if it is carried out even in part, it will no doubt facilitate the arrangement of schedules."

Serious objections to this schedule should be filed with Miss Shank at once.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II December 14, 1936 Number 15

****

Meetings

The Council of Administration will meet Tuesday at three o'clock in the President's Office.

The Curriculum Committee will meet Tuesday at the chapel hour in Mr. Warren's room.

Christmas Vacation

Christmas vacation will begin Friday, December 18. School will officially close at 2:10. All classes will meet in the regular order omitting chapel and the noon hour. The schedule follows.

First hour	- 7:50 -	8:40
Second hour	- 8:45 -	9:35
Third hour	- 9:40 -	10:30
Fourth hour	- 10:35 -	11:25
Fifth hour	- 11:30 -	12:20
Sixth hour	- 12:25 -	1:15
Seventh hour	- 1:20 -	2:10

We shall reassemble on Monday, January 4.

The Report on Faculty Grades

Two or three reports came to the office to the effect that some consternation had been caused by the study of fall term grades that were given by the various departments and members of the faculty. No blanket criticism of any particular policy followed by any faculty member or any department was implied in the report. The report is presented to the faculty as a factual report. It is altogether possible that those instances where the number of failures or the number of A's appeared to be disproportionately large were entirely justifiable because of peculiar conditions that prevailed in the classes last term. If this is so, the faculty member knows what those conditions were and need not be concerned about the implications of the report.

If on the other hand, it reveals to anyone that his own practices have been sharply different from the practices of the majority of the other members of the faculty, he may consider for

himself whether or not he ought to modify his procedures. Certainly with a normal distribution of students and over a period of several terms, it ought not to be five times as easy to make an A or a B in one department as it is in another. The great differences in the difficulty of subject matter which do undoubtedly exist ought to be made up, not in differences in grades given, but in differences in amount of work undertaken. If one subject, for example, is twice as hard for the average college student to master as another, then a given number of hours of work in the harder subject should cover only half as much ground as the same number of hours would cover in the easier subject. The whole scheme of dividing college work up into measurable units of work is based on the assumption that the units will represent approximately the same amount of work for the student, regardless of the differences in difficulty of the subjects.

More Recognition for Our Faculty

In a recent publication from the United States Office of Education, Department of the Interior (Bulletin, 1936, No. 5), on Bibliography of Research Studies in Education, 1934-35, our college is the only teachers college in the state to be represented. This college is represented by the listing of four articles:

1. W. G. Cisne and others. "Remedial Reading in a Retarded Fourth Grade." 1935

2. Bruce W. Merwin. "Development of the Curriculum in College Chemistry." Journal of Chemical Education. November 1935.

3. Lawson, Douglas E. "Duties of the High School Principal." School Executives magazine. July 1935.

4. Lawson, Douglas E. "The Content of Language Textbooks." Elementary English Review. March 1935. Analyzes the content of 35 language texts to determine the agreement among authors on grade placement, objectives, and drill in the mechanical elements of language study for grades below high school. Finds practically no agreement among authors of elementary language texts as to what, when, or why to teach mechanical elements in grammar.

Mr. Fulkerson of Carterville has recently published two significant papers, one in the Phi Delta Kappan and the other in the Illinois Teacher. I am anxious to have all publications of staff members called to my attention.

An Announcement of the Library Committee

Miss Kellogg, Chairman of the Library Committee, asks that the following announcement be inserted in the bulletin:

"Beginning January 4 books may be taken from the library for seven days only instead of fourteen."

Request of the Curriculum Committee

The Curriculum Committee requests each faculty member who feels he has something of value to contribute to indicate on this sheet his reactions to the curriculum changes already made, and any proposals for the future work of the Committee. The statement need not be signed. It should be returned by December 18 to Mr. F. G. Warren, Chairman of the Committee.

I may add that all members of the faculty are welcome at all times to sit in on the meetings of the Curriculum Committee and to present their suggestions and criticisms.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II January 4, 1937 Number 16

****

Meetings

The January faculty meeting will be held on Monday, January 11, instead of on the first Monday of the month.

The Council of Administration will not meet this week.

The meeting of the entire Curriculum Committee will be held Tuesday, January 5, at the chapel hour in Mr. Warren's room. This is a very important meeting, and full attendance of the Committee is desired. The membership of the Committee is the same as it was last year.

Dean Wham, the chairman of the Committee on the Improvement of Instruction, is ready to resume the work of this Committee. The first meeting will be announced in next week's Bulletin.

Summer Courses for Teachers in Service

We are getting ready to send the summer term bulletin to the printers. At the close of the summer term last year, a number of people, both faculty members and students, suggested that we should offer more immediately expedient courses for older teachers who are not seeking credit toward graduation but who come to summer school to get help on the immediate problems that they face in their teaching and to secure credit for the renewal of their certificates.

The work of some departments, of course, is not well adapted to such courses. In those departments whose work covers subject matter and methods that are used in the elementary grades, one or more such courses should be offered for the summer term. They should be offered by the members of the department who are most familiar with public school problems and should be made into first rate courses.

More Recognition for Our Faculty

We are pleased to announce that Mr. Neckers and Mr. Abbott of the Chemistry Department have an article in the December number of the School Science and Mathematics magazine entitled "Acids Occurring Naturally in Fruits."

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II January 11, 1937 Number 17

****

Meetings

The regular monthly faculty meeting will be held this afternoon at four o'clock in front of Section III of the Auditorium.

The Council of Administration will meet Tuesday afternoon at three o'clock in the President's Office.

The Committee for the Improvement of Instruction, of which Mr. Wham is Chairman, will meet on Monday of next week at four o'clock in the President's Office.

Chapel Programs

On Tuesday and Friday of this week there will be special chapel programs. Tuesday morning Mr. Julien Bryan will present an illustrated lecture on "Manchuokuo and Japan," and on Friday morning Mr. F. Lee Power will present an educational talkie, "Overcoming the Limitations of Learning". The regular daily schedules will be followed on both days.

The Bulletin of the American Association of University Professors

Through the courtesy of the local chapter, I suppose, I receive each month a copy of the Bulletin of the American Association of University Professors. It is an excellent professional journal for the college teacher. The December number is particularly worth reading. It is in the Library.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II January 18, 1937 Number 18

****

Meetings

The Council of Administration will hold a short meeting at the usual time on Tuesday.

The Curriculum Committee will meet Tuesday at the Chapel hour in Mr. Warren's room.

The meeting of the Committee for the Improvement of Instruction will be held on Monday afternoon at four o'clock in the President's Office. The membership of this Committee is exactly the same as it was last year. It consists of Mr. Wham, Chairman, Mr. Lentz, Miss Woody, Mr. Beyer, Miss Williams, Mr. Bailey, Mr. Neckers, Mr. Bryant, Miss Bowyer, Miss Peacock, Mr. Barton, Mr. Mayor, and Mr. Booker.

Athletic Field is Closed in Wet Weather

Mr. McAndrew has called attention to the fact that some classes from the Training School are using the athletic field on days when great damage is done to the sod on the field. On days when the ground is very wet or when it is thawing, no one should be permitted to use the field.

Materials on Mexican Schools and Culture in the Library

I am sending to the College Library some very fine Mexican Government propaganda materials on the schools and on Mexican culture which were given me in the Federal Education offices. Most of them are, of course, printed in Spanish, but doubtless there are members of the faculty who would be interested in them. More of us should be interested in the remarkable developments that are taking place in a great country so near our own.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II January 25, 1937 Number 19

****

Meetings

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

Mr. Margrave, the Chairman of the Division of Humanities, would like to have a meeting of all teachers in the Division of Humanities on Friday morning at the chapel hour.

Mr. Wham, Chairman of the Committee on Improvement of Instruction, is calling a meeting on Tuesday at four o'clock in the President's Office.

The regular monthly meeting of the faculty will be held one week from today on Monday, February 1.

Material for the Annual Catalog Due February 3

Heads of Departments are asked to turn in schedules of classes for all three terms of 1937-38, together with material for the annual catalog. This material should be in the office by February 3. In so far as it is possible, departments are asked to include room numbers and the days on which the classes will meet. These arrangements, of course, will be subject to necessary change.

Opening Dates for Fall Term

At the meeting of the Council of Administration last week the dates for the opening of the fall term were set as follows:

September 7-8	- Tuesday-Wednesday	- Freshman Registration and Orientation.
September 9	- Thursday	- Upperclassman Registration.
September 10-11	- Friday-Saturday	- Instruction begun.

All faculty members are expected to be on duty at eight o'clock September 7.

Report of the Schedule Revision Committee

The following report is submitted by the Committee on the Revision of the Schedule. The recommendations made are herewith approved by the Administration.

"In examining the Spring and Summer programs the Schedule Revision Committee found the distribution of classes to be in general satisfactory. The following points were, however, noted:

(1) In the Spring Quarter only five senior college courses were offered the seventh hour as against thirteen the fifth and twelve the sixth.

(2) Very few Mid-Spring courses could be completed in one-half day, thus allowing students to elect a full half day of practice.

(3) In the Summer program only five 100 courses were offered fifth hour as against eleven to fifteen the other hours.

The Art, Education, English, Geography, Mathematics, and Zoology Departments found it possible to make changes which improved to some extent the above situation. It is always difficult to change a program after it has once been arranged. If, when the schedule is made out for the Fall, 1937, the departments would keep in mind the undesirable tendencies which the Committee has noted, perhaps many of the complaints could be avoided. With the number of seniors and juniors that we have, thirteen 300 courses provide a rather liberal offering for one hour; and five 300 courses, a far too meager offering for another hour.

Departments offering two-hour courses submitted the following matter for consideration. If all classes meet on the Tuesday following Registration Day, as in the past, students electing two and three-hour classes for the same hour have a tendency to go to the three-hour class. This means that the two-hour class meets but once the first week, whereas, if classes met only on the scheduled days, the students would attend each one at least twice. The Committee wishes to request that classes meet on scheduled days the first week."

Child Welfare Clinic This Week

The fourth Child Welfare Clinic is to be held on this campus Wednesday, Thursday, and Friday, January 27 to 29.

The staff consists of representatives from the Institute of Juvenile Research of Chicago which is a part of the State Department of Public Welfare. Those who will be here cooperating with the local committee are Dr. Marvin Sukov, Psychiatrist, Dr. Andrew Brown, Psychologist, and Mrs. Richardson, Psychiatric Social Worker.

Cases will be brought here from five different communities. The local committee has received more requests than can be taken care of at this clinic.

Dr. Marvin Sukov will speak at the Woman's Club on Thursday afternoon and at a voluntary chapel exercise on Friday.

Second Graduate Course Opens February 6

Professor O. F. Weber will return to Carbondale the second semester to teach the graduate course listed in the University of Illinois catalog as Education E184, Seminar in Problems of School Administration. The class will meet from ten to twelve on Saturdays, the first session being held on February 6.

Federal Art Project Exhibit

I have asked Mr. Shryock of the Art Department to prepare the following announcement.

"We are fortunate in having a very fine Federal Art Project exhibition here beginning January 31 and continuing through February 12. On Sunday afternoon, January 31, at 2:30, Mrs. Increase Robinson, assistant to Holger Cahill, national director of the Federal Art Project, will open the exhibit with a short talk. We should like to have a large representation of the faculty present. We should also like to have the faculty encourage general attendance among students and townspeople. On Sunday afternoon, February 7, at 2:30, Mr. Gerard Lambert, Director for Southern Illinois, will talk on the type of work being carried on by the Federal Art Project in Southern Illinois.

This exhibit will open the re-decorated and remodeled auditorium on the second floor of the Old Science Building, which is to be used intermittently as a gallery for such exhibits. The preliminary model sketches of the College Library murals will be in the exhibit. The gallery will be open from nine to twelve in the mornings and from one to nine in the afternoons and evenings during the exhibit."

Farmers' Short Course, February 10, 11, and 12.

I have asked Mr. Muckelroy to prepare the following announcement.

"Our Agriculture Department is offering a three days Farmers' Short Course, February 10, 11, and 12, to be held here at the college with the Extension Department of the College of Agriculture of the University of Illinois cooperating. The first day's discussion will be on Soil Conservation, Hybred Seed Corn, and Farm Credit. The second day will be on Dairy Farming, Winter Feeding, and Pasture Problems, Marketing of Whole Milk and Cream, and the third day on Poultry, Gardening, and Small Fruits. The women of the Home Bureau have planned a three day meeting for the same dates. Joint meetings will be held for the two evening programs and other times as noted in the printed program which will be out soon. Speakers of State and National reputation have accepted places on the program, and together with members of our own college faculty, the farmers and their wives of Southern Illinois have the promise of a very interesting program."

Phi Delta Kappa Initiation

Pi Chapter (University of Illinois) of Phi Delta Kappa is conducting an initiation of some of the school men of Southern Illinois on Saturday, January 30, at Carbondale. The dinner will be served at the Baptist Annex promptly at eleven-thirty, and following that there will be an initiation and a very brief program. All members of Phi Delta Kappa who expect to attend should notify Mr. Thalman, who is in charge of local arrangements, by Thursday noon.

Departmental Teaching Load

I am presenting below an analysis of the enrollment of the College by departments for the winter term:

	Full Time Teachers	Total Number Credit Hours	Credit Hours per Teacher
Agriculture	1	476	476
Art	2 1/20	607	296
Botany	1 5/6	353	193
Chemistry	4	1280	320
Commerce	3	932	311
Economics	1 7/12	988	624
Education	2 1/2	1580	632
English	9 1/4	2715	294
Foreign Language	4 6/7	954	196
Geography	3	1622	541
History	5 13/24	1837	331
Household Arts	1 1/4	182	146
Industrial Arts	1	153	153
Mathematics	3	1221	407
Physics and Astronomy	2 2/3	712	267
Physiology and Health Education	1	604	604
Political Science	1	656	656
Sociology	1	979	979
Zoology	2 1/3	667	286
Average credit hours per teacher			406

Extension classes were not included either in the student load or in the number of full time teachers. This will account for fractions that might otherwise not be understood.

SPECIAL FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

January 27, 1937

****

Vaccinations for Students Thursday

Faculty members will please make the following announcement in all classes today and tomorrow morning:

Vaccinations for smallpox and innoculations for typhoid will be given Thursday afternoon at the gymnasium. All students in school who have not received both treatments within the last three years are requested to take them now. Treatments are given without cost. Faculty and such of the townspeople who have come in contact with the patients are advised to go to their own physicians and take the shots or to take them at the gymnasium. In either case, payment at the regular rate will be expected of all but students and refugees.

All critical patients are now being transferred to Holden Hospital.

Avoid Waste of Faculty-Student Energy

During the last two days a considerable amount of student and faculty energy has been wasted by over-lapping of duties. It was natural that this should be so during the excitement of getting organized, and the fine support of the whole college is greatly appreciated. It appears likely that we are in for a long pull. I am suggesting, therefore, that both faculty members and students help us to avoid wasting any energy, especially at night. I suggest that all faculty members leave at the office a statement of the hours at which they can be on duty without missing classes, so that they may be definitely assigned. This does not apply, of course, to faculty members who have already received permanent assignments.

We are anxious to have the students work. Much of the finest work has been done by students. We need almost as many as we can get, but they should be advised not to remain on duty for unduly long periods of time, or when they are not definitely needed.

SPECIAL FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

January 26, 1937

A Request to the Students

We have been asked by the local telephone company to ask the students to refrain from putting in telephone calls that are not urgently necessary. The relief situation here has caused such an increase in demand on the telephone facilities that they are hardly able to carry it. Will you please announce this in third, fourth, and fifth hour classes.

Excuses for Students on Relief Duty

Yesterday I gave permission to about one hundred students to be absent from classes in order to work with various flood relief committees. Some of these students worked all night and should, therefore, be excused from classes today. In each case the instructor will satisfy himself that the student's excuse is valid and then not charge him with a cut. I have asked Mr. Lentz and Miss Woody to work out a systematic plan which will make it possible for students to do their jobs on the flood relief committees without missing classes. All rumors to the effect that the school might close have no foundation, certainly not unless the situation becomes very much worse.

Faculty Contributions

I think we all have good reason to be proud of our Faculty group. Mr. Wright reports that the Faculty contribution will probably be over $500.00 in cash, and the contribution which the Faculty is making in service could not possibly be estimated.

Parking Restrictions

During the period of emergency, students and others are asked not to park their cars in the circle for long periods of time and not to park them at all along the driveway in front of the gymnasium. That space is needed for loading and unloading people and equipment.

Meetings Postponed

The meetings of the Council of Administration and the Committee on the Improvement of Instruction scheduled for today have been postponed. The Committee on the Improvement of Instruction will meet on Thursday at four o'clock in the President's Office.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II February 1, 1937 Number 20

****

Meetings

The regular monthly meeting of the Faculty will be held this afternoon at four o'clock in front of section III in the Auditorium.

The Council of Administration will meet at three o'clock on Tuesday in the President's Office.

There will be a meeting of the entire Curriculum Committee Tuesday at the chapel hour in Mr. Warren's room.

Dean Russell on the Training of Teachers

The following condensation of the report of Dean W. F. Russell of the Teachers College, Columbia University, was prepared by Mr. Warren for the Curriculum Committee. It is worthy of study by every member of the Teachers College faculty.

There are four fundamental problems involved in the preparation of teachers.

1. Given the American school as we know it today, how can we prepare teachers ably to do the work it requires? With a static school this can be cared for fairly well by a liberal arts education plus some professional preparation.

2. But the American high school is a changing school and thus the second problem is: How can we prepare teachers to teach in a changing school, the school of the future? In the past, educational changes followed changes in ideas regarding the persons to be educated or of the purposes of the process or of the procedures to be followed. At present all three are changing at once, a situation unprecedented in the history of education. Recent studies imply that adults can best be understood through a study of child psychology. Mechanical and objective concepts of the child are insufficient. New insights are available through the work of the psycho-analysts, the Gestalt psychologists and various students of personality and the emotions. There is a growing acceptance of the ideal of education as a power to change or mold society. Social control must come from inside society, through education. The educational process is changing tremendously with adult education, radio, talking pictures, new materials of instruction, objective tests, C.C.C. camps, 4H clubs, functioning both in the school and in the world beyond the school. Education of the teacher must take account of the new knowledge of the child, the

new knowledge of the problems of society, and of the new studies of education. No school can do it all, but the goal is to make certain that all prospective teachers are on the way.

3. The American philosophy of education with its ideal of equality of opportunity brings up the third problem: How can we prepare teachers to guide their pupils? This requires training in educational guidance of which vocational guidance is only a small part. It involves an analysis and molding of personality, the discovery and development of talent, the modification of attitudes, the stimulation of ambition, the arousal of interest, and the building of character. Every American teacher must be expert in life guidance. This requires special preparation which will become an essential part of the education of the American teacher.

4. The fourth problem is: How can we prepare teachers properly to teach in a society where obviously not all the education is to be done in school, where various types of educational institutions must work together? The school has erred in trying to take over such social functions as those of the home, church, or community. Children must be so trained that when they become adult members of homes, communities and churches they will take these functions back. There are many social educational agencies, outside the school, that are increasing in power. Teachers must know how to cooperate with these agencies. Institutions for the training of teachers should be, in part, schools of social work. The sort of teacher education visioned here cannot be merely the by-product of a course in general culture; no liberal arts college can ever accomplish it alone; professional work added to some other curriculum will be wholly inadequate. It will require a special institution for teacher training, the ablest students, scholarly professors, every modern facility, and wise administration. It will require more time, money, and ability.

A National Commission is needed to make a complete study and report of the whole matter of teacher preparation. When an institution becomes so enamored of the past and so satisfied with the present that it resents criticism and becomes unwilling to reappraise itself, progress is impossible.

Bernard DeVoto Settles the Fate of the Schools

Over against the careful analysis of Dean Russell it will be interesting to read the pontifical nonsense about education by Bernard DeVoto in the February number of Harper's magazine. It would be hard to imagine how more mistakes in fact and in judgment could be packed in a given amount of space than he has succeeded in putting into the last three of his four pages.

Catalog Material Due

Most of the departments have already submitted suggested courses of study for majors in their departments. If they have not done this and care to do so, these should be included with the catalog material due February 3. Unless revision is made in those already on file in the office, they will be printed as they now stand. If the department head prefers not to include this suggested course of study, it may not be necessary since in some cases the arrangement of courses is not varied enough to require a detailed schedule.

In working out the suggested courses for majors, the departments should remember that this is an undergraduate college, not a graduate school, and that our greatest concern is that the students will acquire a good, broad, general education. With 81% of the people who leave this school to teach still going into the elementary schools, our program does not call for a high degree of specialization.

The Curriculum Committee set the departmental requirement for a major from thirty-six to fifty quarter hours. No department will require more than fifty hours in a single subject, including all introductory courses in the subject. For most students it will be desirable to require less than the maximum. The example that the History Department has set is an excellent one in this respect. They have required thirty-six hours of work in history and have used the remainder of time for requirements in closely related subjects.

In certain subject fields where it seems desirable to do so, the student may substitute other art or music courses for the general appreciation courses that are offered, at the discretion of the department heads.

It is desirable that departments schedule advanced required courses at periods in particular terms that may remain somewhat permanent from year to year.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II February 8, 1937 Number 21

****

Meetings

The Council of Administration will meet at three o'clock on Monday in the President's Office.

All Freshman Sponsors are asked to meet Tuesday at the chapel hour in Mr. Muckelroy's room.

Registrar's Announcement

All Examiners who would like copies of records for their major students should leave the list of names with the Registrar this week.

Farmers' Short Course

As has been previously announced, our Departments of Agriculture and Home Economics, cooperating with the College of Agriculture at the University of Illinois and the Farm Bureaus of neighboring counties, are putting on a Farmers' Short Course on Wednesday, Thursday, and Friday of this week. We shall want to do all we can to help these departments welcome the visitors and make a success of the meeting.

Information for the Obelisk

A member of the Obelisk staff was in the office last week to explain that the Obelisk this year plans to run a brief statement concerning the achievements of the college departments during the past two years.

In order to accommodate the staff, each department head is asked to prepare a statement, telling of the work of his department. What is wanted is information about the introduction of new courses, the sponsoring of programs or broadcasts, advanced studies or text books that have been written by or significant personal information about members of the department. Faculty members will please comply with this request promptly since the staff has only a limited time for preparing these materials.

Questionnaire About Chapel Exercises

Last week the members of the senior class were asked to fill out a questionnaire indicating their attitude toward chapel. The results of this questionnaire will be printed in the Egyptian this week. To supplement this, I should like to have an expression of the attitude of the members of the Faculty.

The questionnaire is divided into two parts. The first one applies to the devotional exercises only. The second applies to formal student assemblies generally. Will you please check the statement that most nearly corresponds to your opinion or write a short statement on the back of this sheet.

Devotional Exercises

( ) Has definite important value to spiritual tone of the College.

( ) Valuable, but should be changed in character.

( ) Some value to College but not very important.

( ) Little value but necessary because of tradition and public opinion

( ) Cannot see value, but would regret to see discontinued for sentimental reasons.

( ) Objectionable to minority religious groups.

( ) Should be discontinued at once.

( ) Should be gradually eliminated.

( ) Would dispense with all but the singing.

General Student Assemblies

( ) Believe student assemblies similar to those now held contribute educational and sentimental values that would probably not be secured in any other way.

( ) Student assemblies are valuable, but the character of the programs should be changed.

( ) Student assemblies should return to formal plan used prior to last year.

( ) Student assemblies are desirable but student attendance should be entirely voluntary.

( ) Obligatory student assemblies should be held, but less frequently than at present.

( ) Student assemblies have no value to the College and should not be held at all.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II February 15, 1937 Number 22

****

Meetings

The Council of Administration will meet Tuesday at three o'clock in the President's Office.

The Curriculum Committee will meet Tuesday at the chapel hour in Mr. Warren's room.

Report of Schedule Revision Committee

The report of the Schedule Revision Committee is presented below. The heads of departments are herewith requested to make their class schedules conform to these recommendations.

1. The Schedule Revision Committee wishes to call the attention of the departments to a school ruling which requires that each instructor teach either a first or seventh hour class each term unless he has extension classes or other departmental duties of a nature to make a first-to-sixth or second-to-seventh program obviously unfair. Special notices have been sent to departments where individual programs do not conform to this ruling, in the hope that a better general distribution of classes may be effected.

2. A relatively small number of senior college classes are scheduled for second hour, especially the Fall Term. The Committee recommends that departments in which two or more sections of the same class are scheduled the same term, place one of the sections second hour.

3. There is the usual light offering seventh hour. It is especially noticeable Winter Term in the 200 courses. Special requests have been sent to various departments to shift 200 courses into the seventh hour.

4. The general distribution of classes is much more satisfactory on these programs than on any previous ones since the Committee has been functioning. For example, in the Fall Term the 200 classes range from eight to eleven; and in the Winter Term the 300 classes range from eight to ten.

(Signed) Vera L. Peacock, Chairman
Mary M. Steagall J. W. Neckers
R. L. Beyer G. D. Wham

Plan for Giving Students Final Grades

Miss Shank suggests that all students who desire their final grades before registering for the Spring Term should leave a self-addressed postal card with the teacher of the course. The faculty member will then send out the grades to students who left cards at the same time the grades are turned into the office. This will save both the students who need to know their grades before they register and the Registrar's Office some trouble, and it will not be a burden to the members of the faculty.

Spring Term Registration Procedure

The tentative plan for registration for the Spring Term will be as follows:

Advanced registration, with the exception of the payment of fees, will be permitted for juniors and seniors only during the last week of the winter term. Arrangements will be made to complete freshman and sophomore registration in the Main Building on registration day. Representatives of all departments will have desks somewhere on the second floor of the Main Building so that the student may complete his registration without going to any other places except the Business Office and the School Physician's office. Miss Shank, Mr. Miles, Mr. Wham, and Miss Bowyer are asked to meet as a committee to have the necessary arrangements made for registration.

Results of Student Assemblies Questionnaire

The results of the questionnaire about chapel exercises are given below. Since it appears that a majority opinion both among the members of the senior class and among the faculty strongly favors student assemblies, they will be continued on the present schedule with such program changes as appear desirable from time to time.

Devotional Exercises
17--Has definite important value to spiritual tone of the College.
4--Valuable, but should be changed in character.
4--Some value to College, but not very important.
5--Little value, but necessary because of tradition and public opinion.
1--Cannot see value, but would regret to see discontinued for sentimental reasons.
0--Objectionable to minority religious groups.
3--Should be discontinued at once.
7--Should be gradually eliminated.
3--Would dispense with all but the singing.

General Student Assemblies

22--Believe student assemblies similar to those now held contribute educational and sentimental values that would probably not be secured in any other way.

4--Student assemblies are valuable, but the character of the programs should be changed.

0--Student assemblies should return to formal plan used prior to last year.

9--Student assemblies are desirable but student attendance should be entirely voluntary.

11--Obligatory student assemblies should be held, but less frequently than at present.

1--Student assemblies have no value to the College and should not be held at all.

A number of very good suggestions were made by members of the faculty. The following comment concerning the devotional exercises seemed to me to be especially good.

"I believe the devotional services are not really devotional. There is not real belief or spirit. It is done perfunctorily. Moreover, there is too much use of the same readings and prayers. I believe it would be a good thing for those leading the services to exercise choice and be given an opportunity to introduce profound religious classics to the students in brief talks or readings. Faculty members should not be compelled to do this. I believe faculty members, able to give good reasons for not doing so, should be excused from leading the devotional services."

I believe it has always been assumed that faculty members have the privilege of substituting some reading not printed in the book. Comment on religious matters that have any sectarian bearing at all are against the law in tax-supported schools. Faculty members, who, either because of personal or conscientious objections to leading the exercise may be excused by the department head.

We shall probably gradually eliminate the devotional exercise anyway.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II February 22, 1937 Number 23

****

Meetings

The Council of Administration will not meet this week.

Progressive Education Meeting at St. Louis

On Thursday, Friday, and Saturday of this week the Progressive Education Association is holding its annual meeting at St. Louis with headquarters at the Jefferson Hotel. The Progressive Education Association is a very important national organization of leaders in the movement toward change in the methods and basic assumptions of education. The program this year appears to be a very good one. Mr. Warren has a copy of it.

Any members of the faculty who are interested in attending the meeting are urged to make arrangements for their classes and go for a day or two. Because the meeting is held outside the state of Illinois, it is not possible to pay expenses.

Who Pleads Guilty?

There are three different instances of faculty nonfeasance that are common enough that a general objection to them is in point. The first one concerns the ordering of materials or services for the College that were not included in the quarterly requisitions. In emergencies it is possible to secure the approval for the spending of small amounts of money on rather short notice. But in every such case, the order must be handled through the Business Office. This applies even where the matter has been presented to me and my unqualified approval has been given to the purchase.

It is impossible for us to honor any bills that are not taken through the Business Office in proper form, and is extremely inconvenient and something of a reflection on our way of doing business when these forms have to be filed after the purchase has been made. The fault in some of the instances where unauthorized purchases have been made has been partly mine, because I have approved expenditures without cautioning the faculty member who made the request that the purchase must be made in due form through the Business Office.

The second objectionable practice is even more serious. Dean Lentz and Dean Woody, the Business Office, and the Registrar's Office have all entered numerous complaints that notices to the

faculty members to exclude students from class and notices from faculty members that a student has been dropped or has dropped the class, and similar administrative requests are frequently neglected by members of the faculty. We understand fully, of course, that this neglect is due entirely to forgetfulness in the press of other duties and interests. But any large amount of such forgetfulness seriously disorganizes the work of the administrative staff. I am asking Mr. Lentz, with the help of the other members of the administrative staff, to prepare a statement covering all of these matters for the next faculty meeting.

The third complaint comes from some people who are interested in the Wednesday morning student programs. It was presented to me first in this fashion: "Some day we should like to see some of the members of the faculty try to put on a program while the students stand in the foyer in noisy groups talking to each other." This should be more than enough of a hint to the wise. The student programs under the management of the student council this year have been extremely good, both in quality and in dignity.

The Illinois Teacher

The last monthly edition of the Illinois Teacher was out last week. It is always interesting to read the news notes of our sister colleges in Illinois and of the public schools of the state. It is important for those of us who are engaged in teacher training to know what is going on in the public schools. One of the commonest criticisms that public school people make of the teachers colleges is that they are out of touch with the public schools and that they fail to give the public school leaders the recognition and the credit they deserve for some of the fine things they do.

The Illinois Teacher incidentally is an excellent magazine in other ways. Some time ago it was adjudged by a national committee, appointed for the purpose, the best of the state association journals. As a professional journal I think it is decidedly superior to the Journal of the National Education Association.

Maps for County Representatives

Pursuant to Mr. W. O. Brown's suggestion, Miss Patterson has prepared a supply of maps of the counties of southern Illinois that convey certain significant information to county representatives. A liberal supply of copies is in the office.

In those counties where a beginning has not already been made, county representatives ought to begin at once to lay the ground work for their organization. It is possible that opportunities will present themselves through the county organizations to do something for the teachers college appropriation.

Final Examination Schedule for the Winter Term

Since no objection has been raised to the plan that was used last term, the schedule of final examinations will be as follows:

Wednesday, March 3

7th hour classes - 2:50-5:00

Thursday, March 4	Friday, March 5
1st hour classes - 7:30 - 9:30	2nd hour classes - 7:30 - 9:30
3rd hour classes -10:30 -12:30	4th hour classes -10:30 -12:30
5th hour classes - 1:30 - 3:30	6th hour classes - 1:30 - 3:30

Appreciation for Flood Refugee Work

Great credit is due to almost all of the members of the faculty and many of the students for the fine work that was done on the campus for the flood sufferers. I have written letters to a number of people who bore especially heavy responsibility, realizing as I did it that I might be overlooking others to whom special credit is also due. During the first few days, there was hardly a member of the faculty who did not generously give all the time that he had. Aside from the personal satisfaction that comes of having given aid to fellow mortals who were in desperate need of it, which was the dominant motive of all of us, the College has received much favorable attention because of this work.

Registration Procedure

All registration on Monday, March 15, will be carried on in the gymnasium of the Old Science Building, except for the payment of fees. The Dean of Men and Dean of Women will be in their regular offices for conferences, and the physical inspection will be carried on at the Doctor's office in the new gymnasium building.

All faculty members are expected to be on duty that day. Tables will be provided in the Old Science Building for the various departments, both for the representative to give out tickets and department heads. We shall try to keep a running list of open and closed classes in order to avoid the inconvenience of later changes in student schedules.

All faculty members are requested to post the final grades of the students in their classes by numbers at the time the final term grades are turned in to the office. The classes should be notified in advance where these will be posted. This request is made at the suggestion of examiners who are trying to reduce the number of post-registration schedule changes.

Miss Bowyer suggests that freshman sponsors make out preliminary assignment cards for freshmen before registration day.

Committee on Registration

Federal Art Project Exhibit

The Federal Art Project Exhibit will open Tuesday, February 23, at four o'clock in the Campus Galleries in the Old Science Building. It will last through March 7. The Exhibit, previously scchedule for January 31 to February 7, was postponed because the building was occupied by refugees, and the pictures were marooned at Cairo. Mr. Gerard Lambert, Director of the Federal Art Project for Southern Illinois, will talk at four o'clock on Tuesday afternoon. We hope to have Mrs. Increase Robinsion, assistant to Holger Cahill, national director of the Federal Art Project, with us for a talk before the Exhibit is over.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II March 1, 1937 Number 24

****

Meetings

The regular monthly meeting of the Faculty will be held this afternoon at four o'clock in front of Section III of the Auditorium.

The Council of Administration will meet Tuesday afternoon at three o'clock in the President's Office.

Final Grades Due Tuesday, March 9

Final grades for the Winter term are due in the office by noon Tuesday, March 9. It is important that they be turned in promptly in order that the office staff may have the grades of the students tabulated for use on registration day.

Report Late Changes in Spring Term Schedule

The office staff would like to get out the final mimeographed edition of the class schedule for the spring term. Any changes that department heads expect to make in the schedule should be reported to the office today.

Santayana on Teaching in College

"Teaching is a delightful paternal art, and especially teaching intelligent and warm-hearted youngsters, as most American collegians are; but it is an art like acting, where the performance, often rehearsed, must be adapted to an audience hearing it only once. The speaker must make concessions to their impatience, their taste, their capacity, their prejudices, their ultimate good; he must neither bore nor perplex nor demoralize them...unless he feels that he is the vehicle of a massive tradition, he will become bitter, or flippant, or aggressive; if he is to teach with good grace and modesty and authority, it must not be he that speaks but science or humanity that is speaking in him."

George Santayana, Character and Opinion in the United States, Charles Scribner's Sons, New York, 1920, pp. 42,43.

Business Office Communication No. 66
March 12, 1937

To Members of the Faculty Traveling at State Expense:

For your information, travel statements are prepared on the basis of the calendar month. Expense allowances as determined by the State Department of Finance are as follows:

Automobile Mileage -- 4¢ per mile is allowed on all cars when the f.o.b. factory price is $800 or less. On cars costing more, the allowance is 5¢ per mile.

Meals and Lodging (Maximum Rates) -- Breakfast 50¢
Lunch 60¢
Dinner 85¢
Lodging 2.00 (except in cities of 50,000 or more population where the rate is $2.50)

At the end of each calendar month, members of the faculty who have traveled at state expense should leave in the Business Office a rough draft statement of expenses incurred, the dates such expenses were incurred, the number of miles traveled, the make of automobile, the license number, when car was purchased, and purpose of the trip. Any expenditure in the excess of $1.00 must be supported by receipt or paid invoice. The Business Office will then transcribe this summary to the prescribed travel statements and upon your signature of three copies thus prepared, the statement will be placed in line for payment.

Any further information may be secured in the Business Office.

Thank you.

Edw. V. Miles, Jr.

EVM:CB

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II March 15, 1937 Number 25

****

Meeting

The Council of Administration will meet on Tuesday afternoon at three o'clock in the President's Office.

Phi Delta Kappa Meeting Saturday

Pi Chapter of Phi Delta Kappa of the University of Illinois will hold a luncheon and initiation of new members selected from public schools in Southern Illinois, at 11:30 on the Saturday of March 20th, at the Baptist Annex, Carbondale. The University of Illinois is sending a delegation, and there will be Phi Delta Kappans from Southern Illinois here also. We are hoping to have the College well represented, and faculty members who are planning to attend should notify Mr. Thalman, who is in charge of local arrangements, by leaving their names in his mail box by Thursday noon. There will be a 50¢ luncheon charge which is to be paid at the time of the luncheon.

Classes on Regular Schedule This Week

At the time of the last registration, Miss Peacock called attention to the fact that some of the classes were called to meet off their regular scheduled days during the first week of the term. Very often this interferes with the classes of other instructors. We are asking, therefore, that classes meet only at their regularly scheduled times except by special arrangement which is previously announced.

The Brief for the Training School

With this Bulletin there is being sent to each member of the faculty two copies of a paper entitled "A Brief for the New Training School." This brief presents the arguments that we are using to secure the new training school building. Faculty members are asked to familiarize themselves with those arguments and to place the extra copy of the brief in the hands of at least one person whose influence might be helpful in securing the necessary appropriation.

Copies of the brief are being sent from the office to all members of the Legislature, to all members of the Normal School Board, to the newspapers of Southern Illinois, and to the city superintendents, high school principals, and county superintendents of Southern Illinois.

A Graduate Scholarship at Illinois

Some weeks ago I wrote a letter to Robert Browne at the University of Illinois, asking why it was that a number of privately endowed colleges of the State were given a graduate scholarship at the University of Illinois as a matter of course each year while the State Teachers Colleges were not. He replied that since the State Teachers Colleges have very recently grown to the stature of fully accredited four year colleges, the matter simply had never been brought to the attention of the authorities at the University, and that he would take the matter up with the proper authorities in due course.

Last week I received a letter from Dean Carmichael of the Graduate School which I am presenting below:

Dear President Pulliam:

Today I am informed that the Board of Trustees of the University of Illinois has authorized me to invite your faculty to nominate to a scholarship in the Graduate School for the year 1937-38 a member of your present senior class, or a graduate of not more than three years' standing engaged in educational work since graduation. The scholarship carries a stipend of $300. with freedom from fees of all kinds for graduate work proper, except the matriculation and graduation fees of $10 each; appointments being subject to the following conditions:

1. That the nominees be placed upon a basis of equal competition with all other applicants.

2. That those nominees who fail in that competition, but otherwise meet our usual requirements, shall be awarded scholarships without stipends but with exemption from tuition, incidental and laboratory fees.

3. That candidates from Illinois colleges whose qualifications are equivalent to those of applicants from institutions outside of the State shall be given preference in the assignment of these scholarships.

The nomination shall be made by the majority of the faculty on the basis of character, personality and promise of intellectual development as well as on scholarship expressed in grades. The strongest student should be chosen regardless of rotation among departments or subjects. It is conceivable that the same department might be represented year after year. The nominee must have stood within the first fourth of his class during his junior year and the first semester of his senior year.

Another requirement made by the University for the appointment in addition to those mentioned in the enclosed certificate of nomination, is a physician's certificate of good health which must accompany the student's application papers.

The Graduate School bulletin for 1936-37, a copy of which is being sent under separate cover, gives information under "Departments of Instruction," page 23, concerning the prerequisites for the major subject which the nominee intends to pursue in the Graduate School.

May I ask that your faculty act on this matter at the earliest date possible so that we may be able to give immediate consideration to the nomination?

Very truly yours,

(Signed) R. D. Carmichael

R. D. Carmichael
Dean

You will note that the nomination shall be made by the majority of the faculty. I am asking, therefore, that each department head ask each member of his department, without discussing the matter with any other faculty member, to check the names of three members of the senior class who, in his judgment, would make the finest showing as graduate students at the University of Illinois. For this purpose a mimeographed list of the names of all eligible seniors who have a four point average or above is attached to this Bulletin. By University of Illinois rule, students over twenty-eight years old are ineligible. This excludes three of our best people.

In order to be fair and to follow the instructions of Dean Carmichael's letter, it will be necessary for faculty members to disregard all departmental considerations in making this nomination. It will also be necessary to bear in mind that it would be useless to recommend an individual who would almost certainly not accept the scholarship. I should like to have the signed ballots returned to the Registrar's Office not later than Friday of this week.

Chapel Question Is Definitely Settled

During the last term, I took some pains to get various views about the Chapel exercises. The results of these expressions of opinion both from students and from the faculty point to the conclusion that the present arrangement is about as satisfactory as any we are likely to make. We shall consider, therefore, that the question of Chapel exercises is settled on the present Monday, Wednesday, and Friday routine for the time being. During the summer term, we shall probably use the Wednesday Chapel exercise, which is now used for student programs, for a divided program similar to that which we had last year, in which four or five different things were offered on the campus each Wednesday.

A number of times it has been suggested that a greater amount of faculty interest in Wednesday and Friday programs would have a

wholesome effect on students. Since faculty attendance on Monday morning is expected in any event, I do not want to impose further onerous obligations on members of the faculty, but if faculty members would take it upon themselves to attend other programs occasionally, as it meets with their convenience, we should always have a good faculty representation at the exercises.

The New Registration Arrangements

The very fine, careful arrangements that have been made in the Old Gymnasium for registration required several days of hard work last week on the part of Mr. R. A. Scott of the Chemistry Department and a number of members of the maintenance staff of the College. The credit for the planning and the direction of this most excellent piece of work belongs entirely to Mr. Scott.

Industrial Arts Courses Are Important

On several occasions Mr. Petersen has called attention to the fact that very few students are being assigned to the survey course in Industrial Arts. Since it will be necessary some time during their freshman and sophomore years for students to get the required amount of credit in the practical arts and crafts field, it seems reasonable that a larger portion of them ought to be assigned to this course. Sponsors filling out freshman and sophomore cards today will please keep this in mind. The following quotation is taken from Mr. Petersen's note:

"It is, therefore, essential to check up students individually with regard to their attainment in Industrial Arts. The ones that need it the most are the ones who will try to evade it. It is a taxing..subject.....of incalculable importance for the efficiency of every prospective teacher."

Announcement Concerning Handwriting Requirement

No examination will be given in handwriting to exempt from the course Commerce 101 students wishing to certificate without graduation. The course is required of all persons with only two years of college training who wish to be certificated for elementary school teaching positions. Two quarter hours' credit will be allowed toward certification only, and no credit toward graduation.

Scholarship Ballot

Candidates for graduation with a 4.0 average or better who are eligible for nomination for the University of Illinois Scholarship are listed below. These averages do not include transferred work.

Sarah Elizabeth Alwood, 4.6
Claude Walton Blakey, 4.3
Lois Castella Boyle, 4.0
Fred Ray Cagle, 4.0
Dorothy Christie, 4.1
Virginia Ruth Cooley, 4.1
Joseph Howard Crenshaw, 4.1
Robert A. Davis, 4.1
Charles J. Dintelman, 4.0
Roberta E. Eaton, 4.2
Emery Edison Hall, 4.6
Clyde Eugene Henson, 4.3
Betty Wynan Jones, 4.0
Alice Kell, 4.4
Robert W. Kell, 4.2
George William Land, 4.2
Margaret Mae Lewis, 4.6
Holly C. Marchildon, Jr., 4.1
Charles Willard Mathews, 4.1
Mary Anna Miller, 4.1
Eugene V. Morris, 4.0
Elmer David Murray, 4.6
Winifred Nooner, 4.7
Anna Kathryn Parks, 4.0
Anita Geraldine Rentfro, 4.4
Betty Robinson Ross, 4.5
Kathryn Lisbeth Rush, 4.4
Helen Luvica Rushing, 4.4
Jean Saba, 4.7
Helen Lenore Scarlette, 4.0
Joe Sharknas, 4.7 (Placed at Ohio State Univ.)
Dorothy Stewart, 4.0
Jerome C. Weber, 4.3
Eldred Welch, 4.4
Mary Womick, 4.3

Please check the names of three students whom you would recommend. Outstanding students of the three previous classes who are available and eligible may also be suggested.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II March 22, 1937 Number 26

****

Meetings

The Council of Administration will meet Tuesday at three o'clock in the President's Office.

The Curriculum Committee will meet Tuesday at the chapel hour in Mr. Warren's room.

Freshman sponsors are asked to meet with their groups Tuesday at the chapel hour. It will be necessary for some of the sponsors to attend the Curriculum Committee meeting at the same time. These sponsors should, however, have the group leader call the roll, report absences to the Deans, and get two duplicate copies of the student's class program. The telephone number and mailing address of each freshman should also appear on these cards.

Change in Schedule Thursday and Friday

Due to the meeting of the Southern Illinois Teachers Association on this campus Thursday and Friday, the class schedule for Thursday will be as follows:

Thursday, March 25

1st hour--------- 7:50- 8:20
2nd hour--------- 8:25- 8:55
3rd hour--------- 9:00- 9:30
4th hour--------- 9:35-10:05
5th hour---------10:10-10:40
6th hour---------10:45-11:15
7th hour---------11:20-11:50

There will be no school on Friday.

The Southern Division Meeting

The annual meeting of the Southern Division of the Illinois Teachers Association which meets here on Friday affords us the finest chance of the whole year to get into closer touch with the teachers and administrators of the public schools of our area. Since this is the year that one of the members of our faculty is the President of the Division, the College has more than the ordinary responsibility

for the meeting. Many members of the faculty are on committees or on the program, but even those who are not ought to do whatever they have an opportunity to do to promote acquaintance and good will with the members of the Division.

While classes are to be dismissed on Friday, the day is not to be considered a holiday for faculty members. Unless a faculty member has business elsewhere that would take him away from the campus even if school were in session, or unless he proposes to do some work for the College away from the campus, he ought to be about the campus helping make a success of the meeting on Friday.

Membership in Professional Organizations

I have a letter from Secretary Willard E. Givens of the National Education Association from which I shall quote some paragraphs.

"Like character, professional spirit must be 'caught' rather than taught. Yet it is too important a matter to be left to mere chance. It is transmitted in large measure by personal contact of the pupil with inspiring teachers.

"Many teacher training institutions pride themselves on maintaining a 100 per cent enrolment of the staff in the state and national professional organizations. Twenty-seven have already reported 100 per cent enrolments in the N.E.A. for 1936-37. Enclosed is a copy of the list.

"The strength of our professional organizations grows under the inspiration of those who prepare our future teachers. New members enrolling now, if they so request, will be credited with dues paid for next year. They will receive the current issues of the N. E. A. Journal free and all issues during 1937-38."

With this bulletin there is being distributed to each faculty member a booklet of the N. E. A., and an application blank for membership.

It has never been my policy, even in the public schools, to use administration pressure to put on any sort of drive for membership in any organization. I will say, however, that membership in those organizations that have for their purpose the promotion and the defense of the public schools and the profession of teaching is an obligation that all teachers should meet. The National Education Association and the Illinois State Teachers Association are the largest and most effective of these organizations. They deserve our support both through membership and participation.

The mimeographed sheet mentioned by Mr. Givens in his letter giving the names of the teacher training institutions whose faculty members have enlisted 100 per cent in the National Education Association lists, among others, the Teachers College at Charleston, the Teachers College at Normal and the Chicago Normal College.

Mid-Spring Term Courses

The courses open to mid-spring students have been copied on a new sheet. Heads of departments are requested to check this schedule some time within the week.

The Book Store Problem

After studying the book rental and book exchange plans that are in use on a number of other campuses, the committee, appointed for the purpose, has prepared a tentative plan to be instituted here next September. Before further steps for the adoption of the plan are taken, it is desirable that every faculty member who is interested have an opportunity to consider the plan and to express his opinion about it. After a reasonable period for discussion, the plan will be submitted to a vote of the Faculty. Unless it receives the approval of a clear majority of the members of the academic teaching staff, it will not be introduced.

In considering the merits of the plan, however, it is only fair to us not to take too seriously what the representatives of the publishing houses will have to say, for obviously they have an interest in the proposal that would cause them to be biased. Neither should the argument that the student should buy and keep his textbooks to form a nucleus for his own personal library be given much consideration for two reasons: first, under the present system, practically no student keeps his own books anyway, as the traffic in second hand books at registration time clearly shows; and second, many of the textbooks would not be worth much for a personal library anyway. The question we have to consider is whether or not the work of the College would be done better at less cost to the student under the proposed plan. If the answer to this question is not clearly affirmative, then there is no object in undertaking the responsibility of operating a book exchange. If the answer does appear to be unequivocally affirmative, if we can save students money and at the same time make sure that every student will have adequate access to all the textbooks he needs, we should adopt the plan even though it may put the Business Office and, on occasion, an individual faculty member to some inconvenience and annoyance.

A detailed outline of the proposed plan will be submitted in next week's Bulletin.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II March 29, 1937 Number 27

****

Meetings

The Council of Administration will meet Tuesday at three o'clock in the President's Office.

The regular monthly meeting of the Faculty will be held next Monday afternoon at four o'clock in front of Section III of the Auditorium.

The Harrison-Black-Fletcher Bill

All people who are interested in the advancement of education in the United States should know about the Harrison-Black-Fletcher Bill which is now up for consideration in Congress. Representatives of the National Education Association who are working on the bill report that it has an excellent chance to pass. The bill provides an initial appropriation of $100,000,000 and an increase of $50,000,000 each year until $300,000,000 is reached, to be appropriated to the states to be used by them for schools. The manner in which the funds are to be used for the maintenance of public schools is left wholly to the state legislatures.

The funds are to be apportioned to the states in proportion to the number of persons between the ages of five and twenty years in each state. Within the state each state can apportion its funds to the districts according to any plan it may choose. All control, administration, and supervision of schools and educational programs are reserved strictly to the states and forbidden to all federal officers or agencies.

Everyone who has been thinking about the problems connected with educational support knows about the great inequalities between regions and districts in their ability to support schools which the centralization of wealth in the United States has brought about. This bill is a means by which these inequalities may be partially corrected. Certain powerful interests are, of course, strongly opposed to the bill. It needs the support of its friends now.

Members of the faculty who feel that they can conscientiously do so should try to get organizations of which they are members and lay leaders who are their friends to write to some of the members of Congress and to the two senators from Illinois, calling their attention to the need for some such legislation, and requesting their support for the bill. Individuals who are interested in the proposal but who are dubious about it until they have fuller information may get such information from recent bulletins of the National Education Association.

National Education Association Membership

One of the members of our faculty checked up on our National Education Association membership last year. He finds that there are only five members of the National Education Association residing in Jackson County. Since we know of two who are not members of the faculty, the showing of our faculty is not so good. There ought to be more than three of us who are willing to invest three dollars a year in the promotion of the one organization which is in the best position to work effectively for the public schools, and which at the present time undoubtedly has the most intelligent leadership it has ever had. I shall be disappointed if some of the membership applications that were passed out last week do not find their way back to the national headquarters of the National Education Association.

For Faculty Advisors

A number of faculty advisors seem not to have in mind that sixty-four quarter hours of the graduation requirement must be in the senior college. This has been a rule of the American Association of Teachers Colleges and should have been listed with the general graduation requirements.

For County Representatives

Members of the faculty who are acting as representatives of the school for the various counties of Southern Illinois are asked as soon as possible to secure names and addresses of members of the senior classes in the high schools of their counties. These names are wanted for mailing the special edition of the Egyptian which is in preparation.

Informal reports from many of the county representatives indicate that this work is going along very well. In every single case the report is that representatives of the College are being cordially received and given every opportunity to meet the graduating classes.

After the faculty meeting next week, I should like to have a brief conference of all of the county representatives.

Book Rental Plans

Last week it was announced that plans for a book rental system on the campus would be submitted to the Faculty for consideration and discussion this week. The formal report of the committee appointed more than a year ago appears below:

My dear President Pulliam:

Last year, as you will recall, Mr. W. C. Fly, Proprietor of the College Book Store, expressed to you and several members of the faculty his desire to sell the College Book Store. His intention to sell was brought to the attention of the Council of Administration, and the advisability of the organization and operation of a student bookstore under supervision of the School was discussed. Shortly thereafter, you appointed the undersigned as a Committee to investigate and report upon the feasibility of such an enterprise.

At the next meeting of the Normal School Board following the appointment of the Committee, you asked for permission to establish a Student Bookstore to be operated in accordance with plans and procedures to be submitted later. This permission was granted.

Since that time members of your Committee have visited several neighboring teachers colleges including the Southeast Missouri State Teachers College at Cape Girardeau, the Eastern Illinois State Teachers College at Charleston, and the Illinois State Normal University at Normal. Conferences were held at these colleges with administrative officials, librarians, faculty members, and students relative to the organization and operation of the bookstore systems in use at these colleges. Conferences were also held with officials of the Department of Finance and of the office of Superintendent of Printing at Springfield relative to administration of fiscal procedures.

Members of the Committee have discussed this enterprise with various members of our own Faculty as well as students, but no formal plan has been definitely proposed either to the Faculty, the Student Council, or the student body.

Two general plans, each with various modifications, have been carefully studied by the Committee. For the sake of distinction they may be referred to as (1) the cooperative plan, and (2) the auxiliary enterprise plan. The essential features of each of these plans are outlined below:

THE COOPERATIVE PLAN

Organization

Under the cooperative plan organization, operation, and administration of the bookstore would not be under jurisdiction of the Code Departments, therefore, funds for the immediate purchase of books would not be available from State Appropriations. A small amount of working capital, perhaps $1,000, could be secured from certain student organizations' funds, but a Faculty pledge of $1,000 to $2,000 would be necessary to establish credit.

The initial capital outlay and income for the first year of operation has been estimated as follows:

Capital Outlay

Fall Term, 1937	
Books for 1,500 students (4 books each) @ $2.50	$15,000
Winter, Spring, & Summer Terms	
Books - Additional	10,000
Supplies - Current Stock	1,000
Salaries - Assistant Librarian & Student Help	2,700
	$28,700

Income

Student Fees (additional to present charge)			
Fall, 1937	1,500 students @ $2.50 each		$3,750
Winter, 1938	1,300 students @ $2.50 each		3,250
Spring, 1938	1,300 students @ $2.50 each	$3,250	
	200 students @ $1.25 each	250	3,500
Summer, 1938	1,200 students @ $1.75 each		2,100
Supplies - Profit only			300
	Total		$12,900
Loans Payable			
Faculty pledge			$1,000
Student Organizations			1,000
	Total		$2,000
	Total Income		$14,900

According to this estimate, it would be necessary to secure credit for approximately $14,000 to carry purchases of the first year to the end of the second year.

Administration

For establishing policies and procedures, the committee suggests the appointment of a faculty committee. One of the most significant policies will be that which concerns the change of books by instructional departments. The present plan is estimated to permit a change every three years.

Your Committee has also realized the value of certain procedures, particularly those which are designed to secure effective voluntary participation on the part of the student body. Compulsory participation, of course, cannot be expected under a cooperative plan. Granting that the Faculty will encourage and perhaps insist upon the rental of books by each student, a centralized agency should be established for the collection of fees. Records of this agency will indicate the extent of participation and serve as a guide for administration.

Operation

Mr. Fly has declared his intention of disposing of the present College Book Store and has offered his stock and services to the school. Since he is particularly qualified to supervise the work of a book rental system, and inasmuch as either of the proposed plans submitted herewith will result in the extinction of a private enterprise, it is the recommendation of the Committee that he be retained as supervisor or assistant librarian.

It is also recommended that the northeast room on the first floor of Parkinson Laboratory be used as a bookstore.

It is further recommended that rental books be distributed on the library plan and that books and supplies be offered for sale.

THE AUXILIARY ENTERPRISE PLAN

Organization

Under this plan the book rental system would fall under the jurisdiction of the Code Department. Procedures which are now applicable to our Dormitory and Farm would be applicable to the book rental system. Quarterly and special requisitions would be prepared and forwarded to Springfield and the purchase of books very largely left to the State Purchasing Agent or the Superintendent of Printing. However, the Committee has been assured by Code Department officials that fiscal procedures will be made sufficiently flexible to permit emergency purchase of books on blanket requisitions.

While the amount of capital required will be the same under either plan, the source of capital differs. Under the Auxiliary Enterprise Plan all fees and income from the sale of books and supplies would be credited to the Revolving Fund, and all expenditures for books, supplies, and salaries would be charged against the Revolving Fund. The Revolving Fund is expected to show an unencumbered balance of approximately $13,000 as of June 30, 1937. This balance plus Fall Term tuition and book rental fees will be more than is necessary for initial capital.

Administration

Your Committee also recommends the appointment of a Faculty Committee for the formation of policies and procedures under this plan. Although certain fiscal procedures are fixed by statute, there will still be important policies and procedures to establish.

Under this plan book rental fees would be collected in the Business Office at the same time that tuition and activity fees were collected. Participation by all students would, of course, be compulsory.

Operation

Operation under this plan would be no different from operation under the cooperative plan.

PLAN RECOMMENDED BY COMMITTEE

Before drawing any conclusions relative to the merits of either of the two plans, the Committee set up certain objectives or standards which in its opinion were fundamental to the operation of a book rental system. The following is a list of such standards:

1. The source and amount of capital must be assured.
2. Participation by the student body must be compulsory.
3. Flexibility of administrative procedures is essential to effective operation.
4. Full cooperation of the Faculty regarding limitation on change of books.

In view of the above standards, but without the presentation of arguments, the Committee favors and recommends the Auxiliary Enterprise Plan.

(Signed) BOOKSTORE COMMITTEE

Edw. V. Miles, Jr., Chairman
E. G. Lenta
G. D. Whur
Russell Nolen

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II April 5, 1937 Number 28

****

Meetings

The regular monthly meeting of the Faculty will be held this afternoon at four o'clock in front of Section III of the Auditorium.

The Council of Administration will meet Tuesday at three o'clock in the President's Office.

The Curriculum Committee will meet Tuesday during the Chapel hour in Mr. Warren's room.

Child Guidance Clinic This Week

The regular quarterly Child Guidance Clinic under the auspices of the Illinois Institute for Juvenile Research will be held on Wednesday, Thursday, and Friday of this week. Mr. Thalman has charge of the clinic. He has asked that the following announcement be made:

"On Thursday afternoon, April 8, at 4:00 o'clock, a case study will be presented by the staff of the Child Guidance Clinic in the new auditorium of the Old Science Building. This will be followed by an open forum. Three staff members from the Institute of Juvenile Research of Chicago will be here for the clinic and will conduct the case study and the open forum.

"Only those who have had practice teaching or who are taking it now, or those who have already occupied regular teaching positions are urged to come. However, the faculty members of the college and the training school are also invited to attend."

Report of the American Association of Teachers Colleges

We have a report from the American Association of Teachers Colleges which gives our standing as compared with all the other teachers colleges who are members of the Association on the twelve standards which the Association has set up. The report shows that we rank among the upper half of the colleges on faculty preparation, requirements for graduation, and loans and scholarships available; and among the upper fourth on a student-teacher ratio. The standard

upon which we make the worst showing is on minimum amount of time given to practice teaching. This low rating on our practice teaching requirement is the result of the recommendation of the Curriculum Committee last year that some of the students who do excellent work in practice teaching be permitted to graduate with only two terms. This recommendation had my full approval. I still think it a reasonable and sensible one, but the standards committee of the Association evidently does not. We do not want to run counter to the recommendations of the American Association. Prior to our receiving this report the Curriculum Committee already had under consideration the proposal to return to the minimum of three terms of practice teaching.

What should concern us most since we are presenting our requests for money for the next biennium is that this College, as well as the other Illinois colleges, should rate so low in expenditures for library, expenditures for equipment, and expenditures for operation. On all of these items we are among the lower half, and on general operation we are among the lowest fourth of all the colleges.

Policy for Loaning College Property

On several different occasions situations have arisen that indicate that a definite policy should be established for loaning College equipment either from one department to another, or from one of the departments to some outside agency. Last week, for example, the Highway Department borrowed one of our projectors. The following will be our policy:

The department heads are presumed to be responsible for all properties that are charged on the inventories of their respective departments. Whenever a given item of equipment is to be loaned, the loan will have to be authorized by the department head. If either the item of equipment or the agency requesting the loan is such that the advisability of making the loan is dubious, the department head should secure approval from the President's Office. In most instances this will not be necessary, and the department head may take full responsibility for making loans of his equipment either to other departments or to outsiders. In every case, however, the department head will request a written receipt signed by the individual who is to be responsible for the return of the property. It is especially necessary that a written receipt be requested in the case of small and relatively inexpensive items, for these are exactly the ones that are likely not to be returned. Too much loaning of College property to outside agencies should not be encouraged anyway.

Report on Scholarships

The College as a whole and several of the departments seem to have been unusually successful this year in securing scholarships

and fellowships for graduate study at the Universities for some of our best students. We should like to make an accurate, complete report on this matter as soon as we can get all the information. I am asking, therefore, that each department head will please turn in the name, and all significant information about appointments that have been made so far. I should like to have this done even though the matter has already been informally reported to me.

Visit the Stadium

Fine progress is being made on the stadium project. Faculty members, students, and friends of the school who have not been out there for some months will be surprised at what is to be seen. The building is going to have a very attractive appearance. It promises to be the finest W.P.A. project in Southern Illinois. Considering the fact that it was begun on nothing more substantial in the way of appropriation than our audacity in planning and pushing the undertaking, we have reason to be satisfied with this important addition to the College plant. As late as last November the wise ones down town were still offering good odds on the bet that the stadium would never be built.

Prospects for Next Year

It is a little early to make any definite predictions about appropriations for the College, but so far this College has survived the somewhat drastic reductions in the Teachers Colleges' building program almost unscathed, and it appears quite likely that the new training school will be built on the proposed site north and west of the present campus.

The question of whether or not substantial increases will be made in the accounts for salaries and other operation costs is not yet settled. So far no reductions have been forced in the increased estimates that have been submitted. However, it seems likely that some reduction in these estimates will have to be made. How far these reductions will go and how much they will affect the salary increases remains to be seen.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II April 12, 1937 Number 29

****

Meeting

The Council of Administration will meet Monday at three o'clock in the President's Office.

Governor LaFollette's Engagement Canceled

Governor Phillip LaFollette of Wisconsin who was to have been here on Thursday has had to cancel his engagement for an indefinite time because he has been called to Washington. Judging by the telegram to Mr. Swartz from the Redpath Bureau, we may expect him to fill his engagement here at a later date.

Southern Illinois Press Conference and WSM Broadcast

On Friday of this week there will be two important College events. The Southern Illinois Press Conference, consisting of the editors of high school publications of the area served by the College, will hold its meeting on this campus. This meeting is promoted by Mu Tau Pi, the journalistic fraternity, of which Mr. Beyer is sponsor.

On the same day our College will also be heard over the radio station WSM at Nashville, Tennessee, on the Teachers College of the Air Program, sponsored by Peabody College. This event is in charge of Miss Magnus and the Little Theater group. The time of the broadcast is 10:15 p.m.

The Textbook Plan

Pursuant to the suggestion made in the Faculty Meeting last week, we are printing below the plan for conducting the College bookstore submitted by Mr. Cox:

Plan for Conducting Book Store

"This plan is not a rental plan, but a cash payment plan. It aims to do away with all credit and the elaborate system of bookkeeping that is necessary in a credit system. It also aims to avoid the heavy losses that are a part of credit systems, and the many administrative difficulties.

"Under this plan the pupils buy their books, with the understanding that when the term is over, the store will repurchase the books if they are in good condition, at three-fourths the original price. This sale and repurchase of the books will continue until the book reaches a price of one dollar, after which the store may refuse to repurchase the book or may repurchase it if there is still a demand for it. With the first sale of the book it shall be stamped 'First Sale.' With the second, 'Second Sale' and so on. Thus the store and purchaser may know what the price should be each time.

"A small profit of about 10% should be charged upon each sale to pay overhead, which under this plan could be kept low.

"The pupil is not compelled by the store to purchase or to sell. If he wishes to keep his book, he may. If he wishes to sell it, he may.

"It is necessary for him to invest a sum in books at the beginning, but after the first term, because of the sure and known sale value of his books, his added investment will be small. At the end of his course he can receive a part of his investment back.

"Advantages:

"All credit is avoided. This is good for the store, the school, and the pupil.

"The books will be kept in good condition in order that their resale value will be kept high.

"There is no compulsion placed by the school upon the pupil to buy or to sell.

"Anyone that desires to keep his books and build up his own library may do so.

"Wholesale business is done on credit; 30, 60, and 90 days are given for payment. It is probable that longer terms could be secured by a store under the control of the school. Since most purchases are made at the beginning of the term, the books could be paid for before the bill becomes due."

The chief objection to this system seems to be that if the project is operated as a definite College enterprise so that the student can be required to secure his books through it, it will involve a prohibitive amount of accounting detail in the Business Office and the State Department of Finance. It was this obstacle which caused the plan to be abandoned at Normal. This objection could conceivably be met by operating it as a student cooperative enterprise, but this would entail the sacrifice of some authority.

The new members of the committee, Miss Stein and Mr. Tenney, are working with the Student Council to get some information about what the campus situation with reference to textbooks on the campus really is. Any new plan that we adopt must indubitably promise to do one or both of two things. It must save the students money and insure that the students will have all the books they need to do good work. It ought to be possible to administer a plan in such a way that it would not set up unsurmountable obstacles for the necessary change of textbooks.

1937-1938 Catalog

We now have part of the catalog proof in the office. Heads of Departments are requested to call within the day in order to read proof. Complete departmental material is here through English, listed alphabetically. Material on proposed courses and faculty preparation should be checked by all Department Heads.

We Have A Fatal Accident

We have had a tragic accident under circumstances that are peculiarly embarrassing to the College. Of course, we do not and could not and would not want to assume responsibility for what students do when they are off the campus; but the fact that the people involved in this accident were residents of organized houses, and the accident occurred at an hour long after the rules of the houses required the students to be in, does increase the danger that the College will be subject to some public criticism.

As members of the faculty, all of us do have a responsibility for setting the social and moral tone of the College so that irresponsible and dangerous behavior is discouraged. All of us who are under forty have been hearing a great deal and believing some of what we hear about changing moral standards to meet changed social conditions. The truth of the matter is that such new conditions as have appeared in the world in our time demand not a relaxation in standards of good judgment, of safety and of responsibility, but rather the establishment of even higher standards. Death on the highway is an argument that is a little hard either to ignore or to refute. It is easier to ignore the tragedies that develop more slowly but end just as sadly in broken, thwarted lives, in many varieties of neuroses, and in drab, unhappy, and purposeless existence.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II April 19, 1937 Number 30

****

Meetings

The Council of Administration will meet Monday at three o'clock in the President's Office.

The Curriculum Committee will meet Tuesday during the chapel hour in Mr. Warren's room.

These Quarterly Requisitions

Mr. Miles has presented for consideration the summary of quarterly requisitions for the first quarter of the new biennium. The requisitions are so high that they far exceed anything that the College can possibly spend. Assuming that the appropriation for supplies and equipment will be as large as it was during the past biennium, we may expect about $5000 to be available for repairs and equipment during the first quarter of the biennium. The tentative requisitions presented by the departments total over $15,000.

Since the appropriation bills for the coming biennium have not been passed or even presented for passage, we have absolutely no right to assume that more money will be available the next biennium than has been available in the past. There is only one business-like policy for the College to follow, and that is to plan to spend only as much as will be available if the appropriation for the last biennium is renewed. Since we have intentionally followed the policy of using all the money that is available for things we have needed, and thus have run down the Revolving Fund balance so that we will carry over only as much as we need for safety to the new biennium, we do not have any reserve to draw on. It will be necessary, therefore, to cut this first requisition down to about the figure that we are reasonably sure will be available.

This would mean a cut of two-thirds in the requisitions of the various departments. However, it would be unfair to make the cut on this basis since the requisitions of the departments range from about $4500 from the two physical education departments, or $500 more than all of the money that is available to the departments after library needs are met, to less than $50 for some of the more modest departments. Obviously the departments who have been modest in their requests should probably have everything they have asked for. Accordingly, some of the less modest requests will have to be reduced about 90%. Mr. Miles will make arrangements to confer with department heads.

In asking for expensive equipment, the departments ought to consider some basic principles of efficiency and economy in operating an institution like the college. Our campus is small enough so that it ought not to be necessary to duplicate some items of equipment. For example, three departments have asked for very expensive duplicating machines which require very expensive supplies. We have a mimeograph department operating under the Business Office which is prepared to do all the duplicating that is necessary for the campus. Small runs for which it is not worthwhile to cut a stencil can be made by FSA students with carbon paper, or on hecto-graphs that cost only a few dollars. Additional duplicating machines will not be authorized.

The more money that we waste on the duplication of equipment that could be shared by departments, the less we shall have available for the substantial improvement of the school plant and for increases in instructional expenses. The College exists for teaching students. Money spent for all over-head costs should be kept at an absolute minimum, so that the bulk of our appropriation can go for instruction-al purposes.

The Honors Day Program

On Wednesday of this week the morning class schedule will be changed so that all classes will meet before eleven o'clock. The schedule will be as follows:

1st hour classes -- 7:50- 8:30
2nd hour classes -- 8:35- 9:15
3rd hour classes -- 9:20-10:00
4th hour classes -- 10:05-10:45
Chapel -- 10:50

At the chapel time an Honors Day program will be given in the Auditorium. The Student Council initiated plans for this pro-gram, but since it is the College rather than the student body which is conferring the honors upon the students whose scholarship rank is high, a faculty committee was appointed to work with the Student Council in preparing the program. The following program has been prepared:

Music by the College Orchestra
Honors Day Address, Miss Mary Steagall
Presentation of Honor Medals and Introduction
of Recipients of Graduate Scholarships,
Mr. Roscoe Pulliam

It is hoped that this will be the beginning of an annual Honors Day program which will be held about the middle of each spring term. This occasion, we hope, will take on dignity and im-portance as a major event in the school year. Each year we hope the Student Council or the student body as a whole will select some member of the faculty, not the President, to make the Honors Day address. Such selection will be looked upon as a distinguished honor to the faculty member who is chosen, and he will be expected to prepare a short address that will be worthy of the great occasion in the lives of the students who are to be honored.

The Growth of the College Library

At a meeting of the Faculty Library Committee on April 5,1937, a report was given by Miss Hart on the number of additions made to the library from October 31, 1936, to March 31, 1937.

Books	1553
Pamphlets	40
Magazines	430
Total	2023

The Committee believes that this is an exceptionally creditable showing in view of the handicaps under which the librarians have been working this year, notably the decreased number on the staff and the poor working conditions due to the repairs going on over a long period of time. We hope that during the coming biennium the library can be increased at a still greater rate.

The mural paintings which the artist Carl Kelpe is painting for the second floor reading rooms in the library are almost ready to be brought to Carbondale and placed in permanent position on the walls. It is necessary for them to be put in place before the artist puts the final touches on them. Both Mr. Shryock and I have seen the partially finished paintings in the Federal Art Project Headquarters in Chicago, and we both think them very fine. They will constitute another important improvement in the library.

In Honor of Emeritus Faculty Members

A committee, consisting of Mr. Lentz, Mr. Abbott, Miss Kellogg, and Mr. Tenney, has been asked to plan a dinner in honor of retired and retiring members of the Faculty. This dinner, I think, should be given in the name of the Faculty of the College. We should like to make it an affair of some importance. We have engaged Mr. Preston Bradley, Minister of the People's Church of Chicago, who is a member of the Normal School Board, to make the address, and the committee will be ready to announce other plans soon. This matter has been under discussion for a long time, and Mr. Lentz spent some time sounding out Faculty opinion about it and found it unanimously favorable to the idea. We hope the details being worked out by the committee will have the whole-hearted approval of the Faculty. According to present plans, the cost of the dinner to the Faculty members will be only the cost of their own plates.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II April 26, 1937 Number 31

****

Meetings

The Council of Administration will meet Tuesday afternoon at three o'clock in the President's Office.

The regular monthly meeting of the Faculty will be held next Monday, May 3, at four o'clock in front of Section III of the Auditorium.

Freshman group meetings will be held Thursday, April 29, during the Chapel period.

Report on College Textbooks

Mr. Tenney and Miss Stein, members of the sub-committee of the bookstore committee appointed at the last Faculty meeting, have collected some interesting information about present conditions on the campus. A summary of their findings appears below:

Seven questions about college textbooks were submitted to the students at their own assembly by the president of the Student Council. Here are the questions, together with summary statements of the answers received:

1. For how many classes do you buy or rent your own books?

865 answers were considered, some obviously mistaken answers not being tabulated.

2% said, "For none."
9% said, "One in four."
22% said, "Two in four."
35% said, "Three in four."
32% said, "For all classes."

2. For how many classes do you share books with others?

865 answers were considered.

36% said, "For none."
45% said, "One in four."
14% said, "Two in four."
5% said, "Three in four."
.3% said, "For all classes."

3. For how many classes do you get along without books?

865 answers were considered.

79% said, "For none."
19% said, "For one."
2% said, "For two."

No students confessed to getting along without books in as many as three classes.

4. How many of your books do you keep for your own library?

935 students answered this question.

26% said, "None."
45% said, "One out of four."
18% said, "Two out of four."
8% said, "Three out of four."
3% said, "All."

Those who kept their books did so for two main reasons. Most of them desired to retain the books for future reference, but numerous students kept their books only because there was no possibility of reselling them.

5. Do you think that if the school supplied you with an individual textbook for each class at a fair rental you could study more efficiently than at present?

637 students said yes. 216 said no.

6. How much on the average do your books cost you per term, allowing for resale and rental?

944 students answered the question. The average for the coststhey gave us was $4.89 a term. It should be remembered that this cost does not cover books for all classes, since only 32% of the students buy or rent books for all classes.

7. What would you consider a fair rental price per term for all books?

933 students answered the question. The average for the prices they suggested was $2.51 per term.

The heads of departments were asked to report on the publication dates of textbooks now in use.

For 136 textbooks reported by nine departments, the median date was 1932-33. The average date was 1930, but a number of very old standard works brought down the average.

The Carnegie Report

The report recently issued by the Carnegie Foundation, prepared by Mr. William S. Learned, contains some very interesting facts and conclusions that bear on the problem of preparing teachers. The report is already being widely quoted, and sometimes mis-quoted. Every faculty member in a teachers college ought to know something about it. Mr. Warren has prepared the summary which appears below. A copy of the whole report has been placed on reserve in the library.

The very unfavorable light which the report casts on teachers and teacher-training institutions is subject to question on two counts. First, in the east generally, the prestige of the great old liberal arts colleges is so great that specialized teacher-training institutions or departments along with all other newer types of schools have a hard time competing for good students. It is possible that in regions where newer types of schools have had an even start with the liberal arts colleges or where no strong liberal arts colleges exist, the situation might be different. In Pennsylvania, particularly, the normal schools are numerous, weak, and not generally taken very seriously. Thus the assertion that there is no reason why conditions in Pennsylvania should not be typical of the country as a whole is subject to some doubt. The other question has to do with the validity of the tests used. Did they, as a matter of fact, really measure what they were supposed to measure?

However, it is not our business to seek alibis. Rather we should find out what is wrong, or produce objective evidence that the conclusions of the test report do not apply to us. Mr. Warren's summary follows:

Tested Achievement of Prospective Teachers in Pennsylvania
by William S. Learned

"This paper presents the results of a series of tests given in Pennsylvania schools and colleges which purport to show what sort of persons are being prepared to take charge of our formal educational procedure--their comparative equipment and resources, and especially their familiarity with the ideas which, as teachers, they are expected to interpret and make significant to youth. These materials are of particular importance because we no longer regard prospective teachers and their interests as ends in themselves, but as means to the ends and interests of other persons.

"The end and purpose of liberal education is to develop the individual to the limit of his powers, using as a nucleus his most stable and effective interests. Professional education reverses the liberal attitudes. The problem here is to select from the variable mass of learners those who are suited by ability and temperament to help others learn.

"A teacher must have definite and abundant knowledge. This knowledge qualification can be measured accurately, other desirable qualifications not so readily. In professional education standards of selection and of curriculum achievement both in amount and quality are the inexorable criteria of all procedure. Certain fixed standards of achievement for prospective teachers must be enforced.

"On the basis of tests in Pennsylvania it does not appear that the special curricula devised for preparing teachers had been successful either in attracting exceptional minds or in giving them a more substantial background of general academic knowledge than was the case with teachers prepared in the liberal arts colleges.

In intelligence tests prospective teachers make lower scores than liberal arts students, and this is also the case in tests of knowledge. The prospective men teachers made better scores than the prospective women teachers. What of the common notion that for the same money women teachers may be had who are superior to men teachers?

"Prospective teachers of health or physical education had such low scores as to cast doubt on any serious pretentions of these candidates to an understanding of what education is about. Our best educated and wisest teachers should be provided for this field because of their unusually favorable contacts with pupils. Students planning to teach languages scored much lower than the language students not planning to teach, and this situation was typical of most of the subject matter fields. The teachers' college students displayed a preparation that often bore little relation to the subject of reported major emphasis.

"These same tests were given to high school seniors, and it was found that many pupils surpass the would be teachers (who have had the advantage of four years' additional preparation). Twelve per cent of the high school seniors were above the median score of the teachers. Fifteen per cent of the high school pupils made higher scores in science than forty per cent of the teacher group who made their highest scores in this field. Seventeen per cent of the teacher specialists had lower scores than thirty-one per cent of those still in high school who did best in science. The situation in other subject matter fields was similar. Wherever, between a given teacher and his pupil normal relations in respect to relevant knowledge are thus actually reversed, and the teacher exhausts his service in mere class manipulation and routine, he might better be dispensed with altogether. There is no good reason for believing that the conditions described are confined to Pennsylvania.

"The prospective teachers exhibited inferiority in contrast with the non-teachers in nearly every department of study; and they showed up badly when compared in the same test with students four years below them who represent the educational problems with which they must be prepared to deal. The ability and attainment of those selected and prepared in teachers colleges and schools of education were consistently and conspicuously below those prepared in liberal arts colleges.

"There is no sound reason why a school superintendent should admit to his staff an instructor in any department who does not possess, and who is not steadily increasing, that common body of substantial, interrelated ideas that characterize the educated person. One way out is for school authorities to apply the excellent tests now available to every applicant for a position, tests which are too general and extensive to permit cramming. The ultimate solution rests with the colleges. The facts which the employing authority desires to know are precisely the facts which it is the foremost business of the college to ascertain and to utilize in the very process of helping the student make the most of himself.

"The most significant question which the educational world is asking the undergraduate college at the present moment is how soon it will attack these all-important problems in a manner that shall make its product trustworthy and comparable, instead of guarding the framework of a traditional curriculum procedure and exhausting itself in the incidental activities of a great social institution. The facilities for the purpose are available in great variety and with a degree of reliability far beyond the use that is made of them except in a few places. Contrary to the hopes of some enthusiasts, their use does not remove or solve any problem of education in which a teacher is fruitfully involved except as it plays the part of an X-ray, bringing the true conditions to light and showing the educator whether, where, and how he can operate most effectively. But it is the results of such knowledge wisely applied that promise to serve us best at this point in building up a teaching profession that has an acceptable relation to the functions which we expect it to discharge."

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II May 3, 1937 Number 32

****

Meetings

The regular monthly meeting of the Faculty will be held this afternoon at four o'clock in front of section three of the Auditorium.

The Council of Administration will meet this afternoon, Monday, at three o'clock in the President's Office.

The Curriculum Committee will meet Tuesday at the chapel hour in Mr. Warren's room.

Schedule for the Post-Poned Track Meet

The Track Meet with Cape Girardeau which was scheduled for last week will be held Tuesday afternoon at 2:45. The class schedule for that afternoon will be as follows:

5th hour classes - 1:05-1:35
6th hour classes - 1:40-2:10
7th hour classes - 2:15-2:45

Vote on Book Plan and Faculty Senate

At the faculty meeting this evening, the faculty will be asked to vote on two extremely important questions. The first of these is the book rental plan. The second is the question of whether or not there should be established a Faculty Senate for faculty participation in administration. The matter was explained at the last faculty meeting. A committee, of which Mr. Neckers is chairman, has prepared a detailed plan which they submit for consideration by the faculty. The plan has the approval of the administration. It is presented below:

Faculty Participation in Administration Committee Report

The Committee on Faculty Participation in College Administration wishes to make the following recommendations:

That there be elected a Faculty Senate for the purpose of considering and recommending administrative practices and policies; the group to be elected and organized as follows:

FACULTY BALLOT
May 3, 1937

For the Book Rental Plan. Yes_____ No_____

For the Faculty Senate Plan. Yes_____ No_____

(1) The Senate shall consist of seven on-the-campus faculty members each of whom devotes the major part of his activity to teaching.

(2) There shall be one representative from each of the six major college divisions. Each division shall elect its member before October first, the odd-numbered divisions, in the special bulletin of the President explaining the college organization, choosing their representatives in the odd-numbered years and the other divisions during the even-numbered years.

(3) Each of the six members of the Senate shall serve during a term of two school years and shall not be eligible to election during the next two-year term.

(4) During the first week in October these six members shall meet and choose one other member from the faculty-at-large who shall serve for one year.

(5) Vacancies occurring during the year shall be filled for the unexpired term of office by the group which elected the resigned member.

(6) The officers of the Senate shall be a Chairman and a Secretary with the usual duties attending those offices. These officers shall be chosen by and from the seven members during the second meeting of the year, their term of office being one year.

(7) Meetings of the Senate shall be held at the call of the Chairman. Robert's Rules of Order shall be followed in all actions of the Senate.

(Signed) J. W. Neckers, Chairman
Thelma L. Kellogg
Marjorie Shank
C. H. Cramer
E. G. Lentz

The Stadium Faces a Deficit

As a supplement to this bulletin we are attaching a consolidated statement of the financial condition of the Stadium project. It will be observed that the contribution expected of the College is something over $1700 over-drawn. $1500 of this over-draft has been made up by borrowing for the Stadium Fund from two student organizations, the Y. W. C. A. and the Egyptian. The notes which were given to these student organizations were made out in the name of the Stadium Fund Committee, but Mr. McAndrew, Mr. Miles and I signed them. The other $272.70 stands as an over-draft on the books of the Business Office. In addition to this deficit, we

shall need to spend at least a thousand dollars more in order to fulfill our obligation to the WPA authority. The drive for funds among members of the alumni has been very disappointing in that so far it has not produced enough money to cover the promotional expenses.

It will be observed that about $39,000 of the $60,599 allotted by the Federal Government has not been spent. Lest someone be worried that the Federal Government is not doing what it should, it should be remembered that the expensive materials that the College furnishes all have had to be purchased before construction could be continued, while a large amount of the labor which the Federal Government furnishes is yet to be done. Most of this $39,000 will be absorbed by the time the Stadium is completed. What remains, when the Stadium is finished, will be used for the general improvement of the College grounds.

Regional Conference, May 7 and 8

The Illinois Conference on Social Welfare, which is a very old organization composed of people who are interested in both the public and private welfare agencies of the State, will hold a Regional Conference in Carbondale on Friday evening and Saturday morning, May 7 and 8. Last year the Regional Conference for Southern Illinois was also held at Carbondale. At that time the WPA and relief authorities were responsible for local arrangements for the meeting. The meeting was very poorly attended, so poorly attended that this year the State officers had tentatively decided not to try to hold a regional meeting in Southern Illinois at all.

They consulted those of us on the college staff who are members of the Conference about it, and we felt that the influence which the Conference exerts through its regional meetings should be continued. In consequence, the responsibility for local arrangements for the meeting was given to us. We are anxious to make a success of it.

On Friday evening at 6:30 there will be a dinner meeting at Anthony Hall. The program after the dinner meeting will consist of a panel discussion on the question "After Relief, What?" Mr. Mitchell of the Carbondale National Bank, Mr. Houghton of the Carbondale Glove Factory, Speaker Louis E. Lewis of the House of Representatives, County Judge Lynndon Hancock of Harrisburg, Mr. Bowden, P rofessor Hiller of the Department of Sociology of the University of Illinois, and Howard Drew, a representative of the WPA authority in Chicago, will participate in the discussion. On Saturday morning there will be lectures by Professor Hiller, by Mr. Drew, and by Miss Grace Benjamin who represents the State Headquarters of the Illinois Conference.

Reservations for the dinner meeting may be turned in to Mr. Nolen's office sometime before Thursday evening.

S. I. N. U. ATHLETIC STADIUM

CONSOLIDATED STATEMENT OF RECEIPTS AND DISBURSEMENTS

July 1, 1935 to April 30, 1937

RECEIPTS

Federal Funds:		
W. P. A. - Allotment	60,599.00	
N. Y. A. - Student Help (to 3/31/37)	1,336.80	61,935.80
State Funds:		
State Appropriations	--- --	
Revolving Fund	5,336.20	5,336.20
Local Funds:		
Carbondale Business Men	3,256.25	
Faculty & Employees	1,753.93	
Benefit Entertainments	1,008.94	
Student Organizations	877.68	
Alumni	989.38	
Miscellaneous	38.94	
Notes Payable Student Organizations	1,500.00	9,425.12
Total Receipts		76,697.12

DISBURSEMENTS

Federal Funds:			
W. P. A. (to 4/8/37):			
Labor	15,765.05		
Material	5,327.59	21,092.64	
N. Y. A. (to 3/31/37)		1,336.80	22,429.44
State Funds:			
State Appropriations		--- --	
Revolving Fund:			
Student Help	232.25		
Material	5,103.95	5,336.20	5,336.20
Local Funds:			
Promotion		1,437.03	
Construction:			
Labor	2,946.22		
Materials	5,057.59		
Miscellaneous	256.98	8,260.79	9,697.82
Total Disbursements			37,463.46

BALANCE

W. P. A. Allotment	39,506.36	
Local Stadium Fund	272.70	(Overdraft)
	39,233.66	

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II May 10, 1937 Number 33

****

Meeting

The Council of Administration will meet Monday afternoon at three o'clock in the President's Office.

Change in Chapel Schedule This Week

Chapel exercises will be held Monday, Tuesday, and Wednesday of this week. There will be no chapel on Thursday and Friday.

On Tuesday morning Jerold Frederick, an eminent pianist, will give a recital at the chapel hour. Both this number and the one Wednesday come as a regular part of the entertainment program of the College. It is unfortunate that some changes in dates for Mr. Bradley caused the two numbers to come so near together.

On Wednesday morning the schedule will be changed and the periods will be shortened so that school assembly will convene before eleven o'clock for a lecture by Reverend Mr. Preston Bradley, Pastor of the People's Church in Chicago, noted author and lecturer, and incidentally, a member of the Teachers College Board. As a courtesy to Mr. Bradley, who is on the Board, it is requested that all members of the Faculty who can possibly do so attend this chapel program.

The schedule for Wednesday follows:

1st hour classes -- 7:50- 8:30
2nd hour classes -- 8:35- 9:15
3rd hour classes -- 9:20-10:00
4th hour classes -- 10:05-10:45
Chapel -- 10:50

The Board Meeting Next Monday

The Teachers College Board will meet at Springfield next Monday. At this time the final plans for the summer term will have to be approved. If there are any Faculty members who still desire to make changes in their summer plans, it will be necessary for them to make up their minds at once.

Recent news from Springfield indicates that the outlook for the Teachers Colleges is not at all bad.

The Book Plan

Two of the members of the Faculty have come to me within the last week bringing suggestions and cautions about the introduction of the book rental plan. Both the administration and committee are very anxious to receive such suggestions. We want to anticipate all possible difficulties before we launch the plan.

It is unfortunate that the announcement should have gone out implying that the favorable Faculty vote means the final adoption of the book rental plan, because after all the detailed plan must be submitted to the Board at the meeting on Monday, and we cannot really say definitely that the plan has been adopted until it has the approval of the Board.

The Faculty Senate

At the time the Faculty Senate plan was first proposed by the original committee, it was suggested that the inauguration of the plan be deferred until next September. Inasmuch as there are some problems connected with the budget that is pending that I should like to discuss with a representative group of the Faculty, I should appreciate it if the enterprise were set up now.

I am suggesting, therefore, that each of the five major divisions hold a meeting in the near future and nominate and vote by ballot for their representative on the Faculty Senate, and that the Senate for next year be organized according to the adopted plan forthwith. The division chairmen will call the meeting.

A Successful Conference

The regional meeting of the Illinois Conference on Social Welfare, which was held on the campus last Friday and Saturday was a conspicuously successful one. It was altogether different from the one of last year. The Friday evening dinner at Anthony Hall and the panel discussion were especially good, even though the discussion did not settle anything. If we believe in democratic processes, it is necessary for us to believe in the free discussion of critical problems such as characterized the meeting on Friday night. It is the most promising means of jolting people out of complacency and satisfaction with their own ideas and setting them to thinking by which they will re-educate themselves. I hope we may have more such meetings, not only on the campus, but in various centers off the campus.

In defense of my own conduct as chairman of the panel, I should like to make one further observation which may be applied in many other situations. It is extremely important that members of the College staff refrain from any expression of views, however sound they may be, that have a tendency to frighten the business

and professional leaders outside of education, whose thinking we should like to influence and whose cooperation we seek. In all of our activities in the classroom, and most particularly when we are speaking to older lay groups off the campus, it is necessary for us to remember that our job is to educate, to get other people to learn. One of the first principles that underlies successful teaching is that the learner closes his mind tightly to any learning that involves emotional elements or judgments of value after he has been frightened or made angry. Therefore, those of us who are interested in any kind of reform must first concern ourselves with presenting it in such a way that it will not arouse anger or fear among people whose cooperation we must have in order to get it adopted.

To some people who are justifiably impatient with resistance to changes that are clearly necessary, this may seem to be a hopelessly slow way to proceed, and of course, it is possible for those of us who are over timid to be so careful that we never accomplish anything. Nevertheless, the fact remains that democratic social control must proceed through education, not through any kind of force. The only way intelligent leadership can bring about changes is to carry the majority with it by persuasion, and the majority will not follow unless the leaders appear to be worthy of confidence.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II May 17, 1937 Number 34

****

Meetings

There will be no meeting of the Council of Administration this week because it will be necessary for me to be in Springfield for the next several days.

There will be a meeting of the Curriculum Committee in Mr. Warren's room on Tuesday morning during the Chapel hour.

On Attendance at Commencement

For the information of new members of the Faculty, the announcement is made that Faculty participation in the academic procession at the Baccalaureate and Commencement Exercises is expected unless the Faculty member has been specifically excused for a good reason.

Final Grades for Graduating Seniors Due May 27

Final grades for graduating seniors are to be turned in to the Registrar by eight o'clock Thursday morning, May 27. Blue cards for this purpose will be placed in Faculty boxes. These grades must be final and agree with the grade cards turned in at the end of the term so far as C's, D's, and E's are concerned unless approval is given by the office indicating that the change of grade does not change the graduation status.

Spring term final grades for all students are due by ten o'clock Saturday morning, June 5.

Final Examination Schedule for Spring Term

Tuesday, June 1

1st hour classes - 7:30- 9:30
2nd hour classes - 10:30-12:30
3rd hour classes - 1:30- 3:30

Wednesday, June 2

4th hour classes - 7:30- 9:30
5th hour classes - 10:30-12:30

Thursday, June 3

6th hour classes - 7:30- 9:30
7th hour classes - 10:30-12:30

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II May 24, 1937 Number 35

****

Meetings

The Council of Administration will meet on Tuesday afternoon at three o'clock in the President's Office.

There will be a meeting of the Curriculum Committee in Mr. Warren's room on Tuesday morning during the Chapel hour.

Read The Illinois Teacher

Again I most heartily recommend that all members of the Faculty read The Illinois Teacher. The feature containing news of our own and other schools alone is very much worthwhile. Reading the news of our own school shows the great range over which the activities of the College extend and the number of services that it is trying to give. Reading the news of other Teachers Colleges in the State often suggests things that might be done here.

There is scarcely an issue of The Illinois Teacher without an article by some member of our Faculty. This month Dr. Hinrichs has an article entitled "Health Problems of College Freshmen." There are several other features of the magazine that are worthy of our attention.

How to Wreck Your Schools

An article entitled "How to Wreck Your Schools" in the current number of the Forum by Milton S. Mayer, formerly a reporter on Hearst's Chicago American, now a free lance writer, is a factual account of the horrible mess which exists in the city of Chicago. Since the state schools and other state functions of Illinois are more or less tied to the city of Chicago because half of the people live there and much more than half of the state's wealth is concentrated there, we all have more than an academic interest in the civic welfare of that great city. The article in the Forum is startling. The worst thing about it is that, sensational as the account is, it is true.

The Textbook Rental Plan Approved

At the Board meeting last Monday, the Normal School Board gave final approval to the introduction of our textbook rental plan. I am asking the same committee that set up the plan in the first place, with the addition of Miss Stein and Mr. Tenney, to set to work at once to put the plan into operation.

I am sure that the committee will welcome suggestions and cautions from any member of the Faculty who may see opportunities or difficulties that the committee may overlook. The presumption is that the plan will be inaugurated at the beginning of the fall term.

Organization for Registration and Advisory Groups

In planning the reorganization of the registration procedure for the fall term, we are having some difficulty in finding enough people to handle freshman groups. Experience has taught us that department heads, who are responsible for advising the juniors and seniors of their departments, cannot well assume responsibility for freshman groups too. Also during recent registrations the place where congestion was most serious in the registration procedure was in the handling of the sophomore class assignments. This came about because, with too many Faculty members withdrawn as freshman sponsors, Mr. Wham did not have enough people to serve as sophomore examiners.

Accordingly, we have withdrawn from the list of freshman sponsors seven or eight people to serve as sophomore examiners. In order to fill their places we are asking the following people to serve as freshman sponsors next year: Miss Baldwin, Miss Roach, Mr. Margrave, Mr. Combs, Mrs. Muzzey, and Miss Stein. The assignment of the students to these group sponsors will be made by Miss Bowyer as the students register next September.

The full list of freshman sponsors is as follows:

Miss Bowyer, Chairman of Freshman Sponsors

Miss Baldwin
Mrs. Barnes
Miss Carpenter
Miss Cavelia
Miss Cox
Miss Crawford
Miss Dill
Miss Kellogg
Mrs. Krappe
Mrs. Matthes
Mrs. Muzzey
Mrs. Neely
Miss Roach
Miss Scott
Miss Smith
Miss Stein
Mrs. Wright
Miss Zimmerschied

Mr. Barnes
Mr. Combs
Mr. Davis
Mr. DiGiovanna
Mr. Faner
Mr. Gersbacher
Mr. Margrave
Mr. Pardee
Mr. Purdy
Mr. Scott
Mr. Schneider
Mr. Tenney
Mr. Van Lente

The list of sophomore examiners is as follows:

Mr. Wham, Chairman of Sophomore Advisors

Mr. Abbott	Miss Magnus
Mr. Cox	Miss Ogden
Mr. Dallmann	Mr. Ragsdale
Mr. Gellermann	Mr. Shryock
Miss Goddard	Mr. Thalman
Miss Krause (on leave of absence)	Mr. Wright

The department heads are expected to take care of the juniors and seniors who are majoring in their respective departments.

No New State Jobs for Students

As has been announced before, as the biennium closes, it is going to be necessary for us to be as economical of college funds as possible. We are asking, therefore, that no requests be made for FSA students to be placed on the state pay roll for the summer term unless a similar position existed last summer. There may be a few instances where there is good reason for the creation of new positions. Where this is so, I shall be glad to consider the matter, but by and large we ought to reduce rather than increase the amount spent for the summer term last year.

Seniors Excused from Examinations

According to the policy followed last year, all seniors who expect to graduate either in June or July are exempt from their final examinations the spring term except in cases where, in the opinion of the instructor, the student is likely to fail the course. This does not apply to examinations given at the end of the summer session, nor to mid-spring term students who entered a week or more late.

Relieve Pressure on Lower Grade Courses

The Registrar reports that many of our courses numbered 200 are over-crowded while some of the 300 courses have only a few students enrolled in them. Heads of departments are asked to advise juniors and seniors to take senior college courses whenever possible.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II May 31, 1937 Number 36

****

Meetings

The regular monthly meeting of the faculty will be held on Monday, June 14.

The Council of Administration will not meet this week.

All faculty members in the Division of Humanities are asked to meet in Miss Bowyer's recitation room Tuesday morning at 9:30. This is a very important meeting.

Procedure for Summer Term Registration

Registration for the summer term will follow the same general plan that was used for registration for the spring term. We shall try to have all registration, with the exception of the payment of fees and medical examinations, take place in the old gymnasium. Mr. R. A. Scott is again in full charge of all arrangements for this registration. All suggestions for improvements over registration for the spring term and for other alterations in the procedure as planned should be made to him. In order to avoid jamming up of the lines, it is vitally necessary that all faculty members assigned to registration duty be at their desks promptly at seven o'clock on Monday morning when the doors are opened.

It is planned to open the auditorium at six-thirty. Mr. Schroeder and his assistants will assign numbers to all students except those who are registering for the first time and students who are on probation. The students who are on probation will see the Dean of Men or the Dean of Women after seven o'clock. Students who are registering for the first time will check their credentials with the Registrar after seven o'clock. All other students will be admitted to the old gymnasium in the order in which Mr. Schroeder has issued numbers to them in the auditorium. We are hoping that, if this work is done with dispatch, we shall be able to complete registration in time so that it will not be necessary to have an intermission at noon. It may not be possible to do this.

In order to facilitate registration for the summer term, it has been announced to the freshman class that they may have their assignment cards for the summer session made out by any one of the freshman sponsors. It was thought that some time might be saved if we do not insist that each freshman see his own sponsor for summer term registration.

Are We Requiring Too Many Hours for a Major?

The following paragraph is from a communication which the Graduation Committee submitted to the President last week:

"Mr. Abbott brought up the question of students' difficulty in fulfilling requirements. A number of departments have very heavy requirements, one as high as fifty-six quarter hours. In some of the suggested outlines there are almost no electives. The Committee feels that the major requirements are too high and that it will work a hardship on a number of students and probably decrease our enrollment. It was reported that at the present time a considerable number of students are considering transferring because of the uncertainty as to required courses."

I am placing the question in the hands of the department heads. At present the set requirements for graduation in the various departments range from thirty-six to fifty-six quarter hours. My judgment is that too severe a requirement of specialization on the undergraduate level not only is not the best educational policy in the world, but definitely militates against the department which makes the requirement. We do not want students whose interests lie in a certain department to leave this college because the requirements of the department leave too little room for electives.

I realize, of course, that in some of the more highly specialized departments that requirements for teaching in high schools in those fields make a high degree of concentration necessary if the student is to teach without first taking the master's degree. The department heads will work this out to the best advantage of the College and of their own departments, taking into consideration the special problems which their field imposes.

Professional Ethics and Discretion in the Discussion of College Affairs

Two very unfortunate situations have developed during the past six weeks because of some irresponsible gossip by some of the members of the Faculty. In one instance this prattle has involved serious consequences. The rather small grain of fact which presumably is the basis of this particular volume of gossip could not possibly have become current at all except as a result of the promiscuous dissemination of confidential information in violation of the most elementary principles of professional ethics.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II June 7, 1937 Number 37

****

Meetings

The regular monthly meeting of the Faculty will be held on Monday afternoon, June 14, at two o'clock in front of Section III in the Auditorium.

The Council of Administration will meet on Tuesday afternoon at two o'clock in the President's Office.

There will be a meeting of the Book Rental Committee on Monday afternoon at two o'clock in Mr. Miles' office.

Summer Term Daily Schedule

The regular daily schedule for the summer term will be as follows. Each class period is sixty minutes long.

1st hour -- 7:05-8:05	3rd hour -- 9:50-10:50
2nd hour -- 8:10-9:10	4th hour -- 10:55-11:55
Assembly -- 9:15-9:45	5th hour -- 12:00- 1:00

Chapel Schedule for This Week

There will be two chapel exercises this week. On Tuesday morning we shall hold a regular routine chapel exercise at which time announcements for the summer term and other routine matters will be disposed of. It will be desirable to have full Faculty attendance at this exercise.

On Wednesday morning at 9:15 Professor Noble Lee Garrison of Ypsilanti, Michigan, will address the student body and the members of the Southern Illinois Educational Conference. There will be no other assembly exercises this week.

The Chapel Schedule for the Remainder of the Summer Term

The chapel exercises for the summer term will be held on Monday, Tuesday, and Thursday instead of Monday, Wednesday, and Friday. The Monday morning chapel program will be

exactly the same as it is during the regular year. Accordingly, Faculty members will be expected to appear on the stage on each Monday morning. On Tuesday and Thursday chapel attendance will be voluntary.

The Entertainment Committee has arranged to have practically all of the entertainment numbers for the summer term at the Tuesday and Thursday chapel hours. A program has been arranged for each Tuesday and Thursday of the summer term except Thursday, June 24, and Tuesday and Thursday of the first and eighth weeks of the term.

In order that there may be more time for these programs than is afforded by the half hour which is ordinarily given to chapel, we shall take five minutes off each of the periods on these days. This will mean that the second period will begin five minutes earlier, and the chapel hour ten minutes earlier; while the third hour will begin fifteen minutes later, the fourth ten minutes later, and the fifth five minutes later. This arrangement will bring the morning program to a close on schedule time.

Since the summer term periods are sixty minutes long, the reduction of the period by five minutes two days a week should not do much injury to the work. The chapel programs will be held rigidly to the fifty minutes, and a definite understanding will be had with each performer that he is not to run over time.

Mr. Purdy to Book Rental Committee

Mr. J. R. Purdy has been appointed a member of the Book Rental Committee. Other members of the Committee are Mr. Miles, Chairman, Mr. Nolen, Mr. Lentz, Mr. Wham, Miss Stein, and Mr. Tenney.

The Summer Educational Conference

In order to accommodate the principals and superintendents of southern Illinois, many of whom expect to attend graduate summer schools, we are having the Summer Educational Conference early this year. It will begin its sessions in the Old Gymnasium and in the Little Theater tomorrow. Programs of the Conference are being placed in the boxes with the Bulletin.

This Conference is in a number of respects a very important affair. It is a part of our program for keeping up our contacts with the public school people of the area, and it provides an interesting feature to the teachers who are registered here during the summer term.

I should like to urge all members of the Faculty at some time during the week to attend part of the Conference. We are especially anxious to have all students and faculty members take time to go through the exhibit of textbooks and educational materials which will be displayed in the Old Gymnasium. Last year some of the exhibitors were disappointed in the number of people who visited the exhibits.

Some of the regular classes on the campus, particularly in the education and practice departments, might be given credit for attending certain sections of the program of the Educational Conference. At all events we ask your wholehearted support of it.

You will note from the program that on Wednesday at six o'clock, there will be a picnic at Giant City Park for conference visitors and anyone else who cares to come. All members of the Faculty are cordially invited by the Conference Committee.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II June 14, 1937 Number 38

****

Meetings

The regular monthly meeting of the Faculty will be held this afternoon at two o'clock in front of section III in the Auditorium.

The Council of Administration will meet on Tuesday afternoon at two o'clock in the President's Office.

We Publish Two More Papers

Within the past week, two papers by members of our Faculty have been published in educational publications. Miss Mott has another paper entitled "Mother-Father Preference" in the periodical Character and Personality.

Mr. Thalman has a paper in School and Society which presents the results of a study which the Research Committee of the five Teachers Colleges of Illinois has made. I believe it to be one of the most significant papers that has yet been published by a member of this staff.

July 5 a Holiday

Since July 4 comes on Sunday this year, Monday, July 5, will be a holiday.

Summer Educational Conferences

Three important educational conferences will be held in Illinois this summer. The Curriculum Committee of the Illinois High School Principals' Association and the committees of the various subject matter sections of the High School Conference have been invited to cooperate with a committee representing the Summer Session of the University of Illinois in sponsoring a four-day program on the Improvement of Instruction. The Conference will be held from July 13 to July 16 inclusive.

There will be another conference at Northwestern University beginning of June 23. The theme of the conference

is "The School and the Community." Professors Newton and Kilpatrick of Columbia University and Governor Philip. LaFollette are on the program. Northwestern is fast developing what promises to be the best College of Education in the middle west.

Perhaps the most important conference of all for college administrators and teachers is the annual Institute for Administrative Officers in Higher Education which is held each year at the University of Chicago. It will be held this year on July 14th to 16th. The Conference is held in Judson Court at 1035 East Sixtieth Street on the south side of the Midway. I believe it would be worthwhile for some members of our Faculty to attend each of these conferences.

Examinations That Had Better Not Be Given

Through a little incident that happened during the period of final examinations, my attention was called to the fact that some members of the Faculty apparently are using much the same examination questions term after term. The result, of course, is that these questions are peddled about among the students from term to term until they cease to have any value as real tests of what the student knows. Furthermore, they place an honest student or a new student who does not know his way about at a decided disadvantage, when he has to compete for grades with the student who has possession of the question sets. On some occasions, I gather, marked sets of mimeographed questions have even been brought to the classrooms and substituted for the new copies of the same questions that were passed out. The moral is plain. The wonder is that anyone who has himself attended college could be so naive.

A Better Type of Final Examination

One Faculty member described his final examination by saying that it consisted of problems for the student to discuss and that the student might just as well have been permitted to use the textbook or any other books in writing the examination, because access to the books without a fairly good comprehension of the field would not have made it possible for him to have answered the questions. This is a much better type of final examination, although it is much harder to grade, and can be much less accurately evaluated.

There is another observation which is in point, and that is that in teaching a class the less emphasis that is placed on grades, the better it is. When the objective of making a grade is constantly held before the students, it has a bad effect on student morale. The emphasis on grade and credit grubbing is bad enough at best. We ought to plan our teaching to counteract rather than encourage it.

We ought also to plan our teaching so that when our students go into the public schools to teach, they will use their influence to take the giving of grades and the setting up of competitive tests in school work out of the grade schools altogether.

Departmental Repair and Construction Work

During the past several months, so many requests for repair and construction jobs have been filed by Departments with our Engineer and Carpenter that it has been impossible for these men to complete the work assigned to them. In order that such work may be done in the order of relative urgency and importance, we are instituting a plan whereby applications for such work will be filed in the Business Office by heads of departments. Under such a system, it is believed that some form of planning may be instituted whereby greater service will be rendered to the instructional departments without overloading the Maintenance Department. Application blanks may be secured in the Business Office.

Enrollment Passes That of Last Year

The enrollment figure passed last year's figure of 1221 this morning, and indications are that we shall have still more registrations today.

This large summer term registration includes more than the usual number of older teachers who have not graduated from accredited high schools and who have not been classified as college students. I should like to urge again that every member of the Faculty who has such students in his classes keep them in mind and give them every reasonable consideration.

It is as much our job to provide opportunity to teachers now in service to improve themselves in immediately practical ways, as it is for us to train new teachers to fill vacancies in the schools. We should want to send these older teachers away at the close of the term feeling that occasional school attendance during the summer is very much worthwhile for its own sake, even though their own graduation is a very remote possibility.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II June 21, 1937 Number 39

****

Meeting

The Council of Administration will meet on Tuesday afternoon at two o'clock in the President's Office.

Faculty Admission to Summer Entertainment Programs

The summer entertainment program is being financed by the student entertainment fund. Faculty members who wish to support the program are requested to purchase season tickets in the Business Office. Members of the Faculty and members of their immediate families may purchase season tickets at fifty cents. A general admission charge of twenty-five cents will be made for single performances to Faculty members and to other people who do not hold student activity tickets.

Change in the Weekly Chapel Schedule

The Entertainment Committee has asked me to announce that the Chapel program for this week will be held on Wednesday instead of Tuesday. There will be no Chapel on Tuesday, and classes will be fifty minutes in length on Wednesday.

County Meetings on Thursday

No Entertainment program has been arranged for Thursday of this week. On this day the Chapel period will be used as a County meeting day. Each Faculty member who has been asked to represent the College in a county will meet all the students from his county in his classroom on this day, except representatives of counties that have too large a registration to meet in a classroom. These counties will meet as follows:

Jackson County----------Auditorium
Franklin County----------Little Theater Auditorium
Williamson County----------Allyn Building Auditorium
Saline County----------Room 304, Main Building

The most important thing that should be attempted at these county meetings is to organize a permanent County Alumni Chapter in each of the counties.

A second very important matter that the students from the counties may be able to help us with concerns the Normal School Scholarships. Last year it appears that nearly half of the scholarships given to the high schools of southern Illinois were wasted because they were given to students who did not use them. The law provides that the scholarship is to be given to the highest ranking student who actually wants to use it. This year we lost nearly $2000 in tuition as a result of the lapsing of many of these scholarships.

We would like to have the County organizations help us by having the purposes of the scholarship clearly understood and by actually getting the scholarship students to enter the College. Of those who entered last fall, all but one did superior work, and all but three remained through the year, all of which shows how very much worthwhile it is to get the scholarship students in.

Other activities are left to the discretion of the county representative.

Summer Term Enrollments in Past Years

Some interesting summer term enrollment figures are presented below:

1937	(to date)	1845
1936		1221
1935		1161
1934		976
1933		1244
1932	(first 6 weeks)	1372
1931	" " "	1423
1930	" " "	1479
1929		1472
1928		1613
1927		1575
1925		1331
1920		625) H.S. included
1915		633)

Divisions Should Elect Presidents

At their earliest convenience I should like to have the six Divisions meet to elect the Division chairmen for next year. I am anxious to have some things accomplished through the Divisions and should like to discuss these things with the individual chairmen for next year before the summer term closes. I shall be glad to announce Division meetings in the Bulletin next week if the Division chairmen desire to use this method.

I believe it was understood at the time the divisions were organized that no department was to have the division presidency for more than one year at a time.

Concerning the Entertainment Programs

Last Thursday when Sigmund Spaeth appeared on the Chapel program, one of the members of the Faculty who has a daughter in the Training School suggested that opportunity should be given to children in the Training School to hear such programs. As long as space is available in the Auditorium to seat them, there is no reason why they should not be admitted. It is suggested, therefore, that Mr. Merwin and Mr. Cisne decide which of the programs are likely to be suitable for all or part of the pupils in the Training School, and make arrangements to have them come to those programs.

It is also important, I think, that students who are employed on the campus be not required to work during the hours when there are programs in Chapel, and that all conferences with Faculty members be avoided on those days. For that matter, it is improper for Faculty members to hold any but the most urgently necessary conferences with students on Chapel days at any time.

Sigmund Spaeth and Education for Democracy

Some years ago Edwin Slosson, who conducted an institution for the popularizing of scientific knowledge called "Science Service," observed that there were fortunes to be made in translating Ph. D. theses into English. By that he meant that much interesting, highly authentic, and significant information for which the public would be willing to pay has been clothed in incomprehensible, technical language and permanently stored away in remote corners of libraries. This observation calls attention to a basic problem in the philosophy of education.

According to one conception, higher education is the privilege of an intellectual elite, consisting of a necessarily small and exclusive company of first rate minds. Under this theory higher education not only can afford to but necessarily must ignore the capacities, tastes, and prejudices of the common herd.

According to an opposite theory, most of the values of higher education are not at all unattainable by the majority of the people if they are intelligently taught and if the unnecessary technical and academic trappings are removed from the

really significant materials. As is the case with most situations in which one uses the words "either" and "or", the truth in each concrete instance probably lies somewhere between the two extremes.

Be that as it may, it would appear that in this country, where the whole frame of reference of our society is presumed to be democratic, we are constrained to try to secure not only political but also economic and cultural democracy. Economic democracy we shall not discuss here, since it is only indirectly relevant to the question at issue. Cultural democracy implies that the great resources of enjoyment and devotion, of entrancing preoccupation and satisfying expression that human genius has wrought out through the ages, should be made available to all of the people who can possibly comprehend them. It is precisely the function of the great state supported school system to do this job.

Last Thursday we saw in Sigmund Spaeth a fine example of a scholarly individual who has won the academic kind of distinction in a highly technical field, yet is now out giving his life to popularizing the great realm of culture which his field represents. It seems to me that the job he has set for himself is an extremely important one, perhaps the most important thing he could be doing. It is a job that all of us who are connected with this College should be doing. In order to do it well, we will need to learn to do it artfully. The idea that our responsibility ends when we put our specialty out for the yokels to take it or leave it is not a proper one for a teacher in the public school system to hold. Popularity and scholarly integrity are not necessarily antithetical at all. It is most unfortunate that most authentic scholars in the past have been willing to leave the cultivation of popular appeal to charlatans.

It is also noteworthy that in his method, Sigmund Spaeth observes the extremely important principle of successful teaching, namely, that in order to bridge the gap between where the student is and where we would like to have him be, the teacher must begin where he is. Wholehearted student acceptance is an indispensible condition of good teaching. Mr. Spaeth works hard to get it.

A Fine Scholarship

We have a letter from the Illinois Congress of Parent Teacher Associations informing us that they are granting to this school a $200 scholarship to be awarded by the club authorities under some conditions that the organization has set up. This makes the third scholarship that has been established within the last two years. We now have one supported by the Carbondale Rotary Club, and one by the American Association of University Professors. This incipient movement toward the establishment of scholarships here by private organizations is one that should be encouraged. For example, a number of the larger Rotary Clubs in Southern Illinois might well establish scholarships for students living in the towns represented by the clubs.

In order to have the scholarships centralized, I am adding to the duties of the Student Loan Committee the responsibility of taking care of the scholarships. This committee will hereafter be called the Student Loan and Scholarship Committee. Mr. Lentz is chairman of the committee and its members are Miss Woody and Mr. Miles. To this list I shall add as ex-officio members the chairman of the Division of Humanities and the chairman of the Division of Physical Sciences.

Parent Teacher Association Conferences

For a number of years the Illinois Council of the Parent Teacher Association has sent a representative to the campus each summer to work with teachers attending summer school to promote the work of the Parent Teacher Association.

This week Mrs. Gleichman of Moline will be on the campus beginning today to carry on this work. I should like to have the members of the education department and of the training school staff cooperate to make her work as effective as possible. Mr. Cisne will be in charge of all arrangements. Mrs. Gleichman will address a voluntary gathering of students during the chapel period on Tuesday.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II June 28, 1937 Number 40

****

Meetings

The Council of Administration will meet on Tuesday afternoon at two o'clock in the President's Office.

The Freshman Sponsors are asked to meet Friday, July 2 at the Chapel hour in Mr. Muckelroy's recitation room.

Some Unanswered Questions Left by the Curriculum Committee

Retroactive regulations and requirements - Several times it has been stated in the bulletin and to the students in Chapel that any regulation made by the Curriculum Committee would not be made retroactive. The question naturally arises as to what we mean by making a regulation retroactive. The rule has been variously interpreted by advisors and administrative officers.

In order to give the most liberal possible construction to the rule we shall say that work done by the student prior to September 1, 1936 will be credited to the purpose for which it would have been accepted prior to the changes in curriculum. For example, if a student presents three four-hour history courses which he took prior to the fall of 1936 he may have them accepted as satisfying his social science requirement without being asked to sacrifice his electives in order to fulfill his new requirements. The rule will apply to all other subjects and will apply also to the various suggested courses that are printed in the new catalog. This does not mean that the advisor should not try to persuade a student to use his electives to round out his education if it has been conspicuously lop-sided.

How much practice teaching - The controversy over the question of how much practice teaching we should require took up a great deal of time in the meetings of the Curriculum Committee and was never conclusively settled. We shall consider the following to be the rule until it appears necessary to change it: We shall require three terms of practice teaching, but good students may be excused from one of the three terms if in the judgment of the practice department or the President there is good reason for their being excused. The practice department will have first jurisdiction in all cases.

It will be presumed that a student who makes two A's or an A and a B in practice may be excused without argument if he requests it. Students who make two B's in practice and who have a B average in other subjects will be handled as individual cases. This rule will not be printed in the catalog or any of the other generally circulated publications of the college.

The handwriting requirement - All students who want to qualify for teaching in the elementary schools in either the two or four year course will be required to pass an examination in handwriting or take the course in handwriting.

The examination will be given by the Education Department, and for the time being, the responsibility for giving it and for having the papers graded will be given to Mr. Thalman. He will select such assistants as he may need from the education and practice department staffs.

The examination will be given once each term. A student who fails the examination once will be given only one other opportunity to take it. When he fails the second time he will automatically be required to take the course.

The course in handwriting will be taught by the Commerce department. It will carry a credit of two quarter hours for Commerce majors or for teachers preparing to teach in the elementary schools.

What constitutes a major - It is to the interest of all department heads not to set up excessive department requirements for a major and not to restrict the student too much in the selection of his minor and related subjects. Most of the departments have set up 36 quarter hours, including the required subjects of the first two years in the field. For the under-graduate concerned primarily with general education this would appear to be a reasonable requirement in most departments. The English and foreign language departments might reasonably require more, although I am not even sure about that.

Aside from the fact that it is not good educational policy, which is the all important reason, it would appear that the surest way to drive students out of a department into other departments or into similar departments in other colleges would be to set up an unreasonably high requirement for a major in the department.

Of course, there is no objection to the student's using as many of his electives as he pleases to strengthen his major field if he knows exactly what he is doing, and feels that that will serve his own purposes best.

A Special Program for Wednesday

Miss Hawkins and Mr. Lawson of the practice department are offering their high school sociology classes a lesson dealing with mob psychology on June 30th. The class will meet from 9:00 to 11:00 a.m. at the Gem Theatre. Following a brief talk on mob psychology, the subject will be illustrated by the showing of the Metro-Goldwyn-Mayer picture, "Fury" starring Spencer Tracy and Sylvia Sidney. This picture shows in a careful way the build-up of the mob and the mob spirit. Instructors who wish to have their classes attend without cost, should make arrangements with Miss Hawkins or Mr. Lawson.

Holiday Next Monday

School will be closed all day on Monday, July 5. All offices will also be closed.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II July 6, 1937 Number 41

****

Meetings

The regular monthly meeting of the Faculty will be held Tuesday afternoon at two o'clock in front of Section III of the Auditorium.

The Council of Administration will not meet this week.

Announce Chapel Programs

Faculty members are asked to announce the chapel programs for the week in all classes. On Tuesday morning at nine o'clock there will be a lecture on far eastern problems by the young Chinese scholar, No-yong Park. On Thursday morning there will be a recital by the singer Casey Lutton. Unless other announcements are made, there will be no other chapel exercises this week.

Change in Schedule for Next Week

As a special accommodation to the Imperial Singers, originally scheduled to appear July 15, their program will be presented Monday morning, July 12. They will be followed on Tuesday, July 13, by Mr. C. William Duncan, newspaper columnist.

Class periods will be shortened on both of these days to allow for the customary 60 minute chapel period.

Final Examination Schedule

The following is the examination schedule for the closing days of the summer term. There will be no chapel exercises either on Thursday or Friday of the last week of school. Since we are devoting two whole days to the examinations, it is expected that every instructor will give a good stiff final examination which will be worth the time which we are giving to it.

Thursday, July 29

1st hour classes - 7:00- 9:00
2nd hour classes - 9:30- 11:30
3rd hour classes - 12:00- 2:00

Friday, July 30

4th hour classes - 7:00- 9:00
5th hour classes - 9:30- 11:30

Discharging the Curriculum Committee

The Curriculum Committee, which was appointed nearly two years ago under the chairmanship of Mr. Warren, has completed the immediate task that was laid out for it. Of all the committees and other agencies that have been set up during the two years, this Committee was charged with the most important responsibility. This responsibility it has discharged with distinction.

Two important outcomes, one tangible and the other intangible, have been produced by the long periods of discussion and of study by the members of the Committee. The tangible outcome is the reorganization of the instructional activities of the College and the revision of the College curriculum. The intangible outcome represents greater cooperation and greater understanding between the various departments of the College and a better educational outlook for all the members of the College staff. No more important accomplishments for the improvement of the work of a College could be imagined than these.

Mr. Warren is to be away next year on leave of absence to complete the work for the doctor's degree. Under the circumstances, it seems appropriate to discharge the present Curriculum Committee and create in its place another committee to carry on in detail the work for which the Committee has made the broad outlines. Revisions of the curriculum of the College in the immediate future will need to consist not so much in changes in the total amount of time given to different subjects, but in changes in emphasis in method and in point of view in teaching the subjects. Most of this work will have to be accomplished within the Divisions and even within the Departments.

The new Committee, therefore, will consist of the chairman of each one of the six Divisions, of the seven members of the Faculty Senate, and of the Chairman of the new Committee thus created, who will be appointed by the President. During Mr. Warren's absence next year, Mr. Thalman will serve as chairman of what will continue to be known as the Curriculum Committee.

This new Committee will not be expected to be as active as the old Committee has been, but it will be expected to meet at least once each term. It will have two major responsibilities. The first of these will be to

study current trends and theories relating to college curriculums in general, and to those of teachers colleges in particular. Our Curriculum Committee will be expected to be authority on what is going on and what is being proposed on the frontiers of experiment and progress in higher education. The second responsibility of the Committee will be to make specific recommendations for changes in the existing curriculum, either in content, in organization, or in emphasis when such changes appear to be desirable. Recommendations for changes in content of courses will be left in each case to the department in which the courses are taught.

Change in Arrangements for Handwriting Examination

In last week's Bulletin an announcement was made relating to the arrangements for the handwriting examinations. At the request of both the Education and Commerce Departments, I am making a change in these arrangements. Examinations will be given by the Commerce Department and not by the Education Department as was announced last week. Mr. T. L. Bryant, Head of the Commerce Department, will be in charge of the examinations.

Report of the Brush School

A detailed, very interesting report of the work of the Brush Training School for the past year has been presented by Mr. Lawson, the Assistant Principal of the Brush School. The two most significant features reported are a Standardized Testing Program and a Program for the Study of the Elementary School Curriculum. The curriculum study will be reported in the 1937 Yearbook of the Department of Elementary School Principals of the National Education Association. Inclusion of this report in the Yearbook constitutes national recognition for one of our elementary practice schools. A copy of Mr. Lawson's report has been placed in the Library.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II July 12, 1937 Number 42

****

Meeting

The Council of Administration will not meet this week.

Change in Chapel Schedule

As was announced last week in order to accommodate the Imperial Singers, the chapel schedule will be changed so that the two entertainment numbers will come on Monday and on Tuesday instead of on Tuesday and Thursday.

A regular chapel exercise will be held on Thursday, at which students and Faculty will be expected to be present.

Misstatement in Faculty Meeting

In Faculty meeting last week it was stated that something over $400.00 of our appropriation for operating accounts lapsed at the close of the biennium and was returned to the state treasury. Since that statement was made, we have received a report from the state authorities which shows that more requisitions than we had hoped were paid out of the last appropriation and our final lapse is only $162.00.Of that $0.18 was in the salaries and wages account.

Child Guidance Clinic, July 13, 14, 15

The regular quarterly Child Guidance Clinic, operated in connection with the Illinois Institute for Juvenile Research, will be held on Tuesday, Wednesday, and Thursday of this week. The Clinic operates under the direction of Mr. Thalman, who has charge of all arrangements. A detailed announcement of the program, prepared by Mr. Thalman, follows:

"A Case Study is to be presented on Tuesday, July 13, at 1:45 P. M. in the Little Theatre Auditorium in the Old Science Building. All students and faculty members will be privileged to attend. An open forum will follow the presentation of the case study.

"A new departure has been arranged for the Wednesday afternoon sessions. This will be in the form of three Seminars and will be in accordance with the plans here submitted. Each of the three seminars will be held at 1:45 of the same afternoon and students may select the one they prefer to attend. Following the lecture there will be an open forum. Faculty members who are interested may also attend if they desire.

"Dr. Andrew W. Brown, psychologist, will introduce the topic 'The Organization of a Remedial Reading Program in the Schools,' which is a discussion of how to discover and how to treat children with special reading difficulties. This session will be held in Room 105 in the Parkinson Laboratory.

"Mrs. Ethel Richardson, Psychiatric Social Worker, will discuss 'Constructive Methods of Dealing with the Child who is Presenting Behavior Difficulties in School and Failing in His Work.' This is a discussion of the mental hygiene approach to the child who fails in his school work through indifference, temper tantrums, daydreaming, or other types of behavior disorders. The place of this meeting is Room 104, Parkinson Laboratory.

"Dr. Marvin Sukov, psychiatrist, will discuss 'Home Patterns Displayed by the Child in the Classroom,' which will be a discussion of individual pupil problems in the classroom which have their basis in the home situation. This meeting will be held in the basement of the Allyn Building, near the South entrance.

"It will be necessary in order to give plenty of opportunity for discussion to limit the number who are to attend these meetings to twenty-five or thirty-five with the possibility of admitting a few more than this number to the study presented by Dr. Andrew W. Brown. Those who wish to attend are requested to sign up previously, and when the group reaches the enrollment of about thirty-five each, no others can be admitted.

"Students or faculty members who expect to attend the seminars should enroll immediately with Dr. W. A. Thalman, Room 105, Parkinson Laboratory.

"In addition to the case study presentation and the seminars, the staff, in cooperation with the local committee of the college, will also interview the cases which are brought to them from various parts of Southern Illinois and will review some of the previous cases. Most of this part of the work will be done during the morning sessions."

The Annual Report of the Registrar

I have just received from the Registrar of the College a most complete and interesting report. The report consists mostly of statistics on many matters of vital import to the College. Among the many interesting facts that are presented, the following are

selected somewhat at random:

During the year 1936-37 we carried 346 different individuals in extension courses taught by twenty different members of the College staff in sixteen different centers in the region which the College serves.

The number of degrees granted by the College has increased from forty-seven in 1926 to 192 in 1937. We have granted a total of 1343 degrees since 1926. The average grade of the class which received the degree in 1936 was 3.598.

The distribution of junior and senior majors among the various departments of the College is fairly general. The History Department is carrying the largest number of majors of any of the departments with 55, the English Department is second with 48, and the Commerce Department is third with 41. The departments with the smallest number of majors are Agriculture and Industrial Arts with three each. This latter fact would seem to be a somewhat unfortunate one for a teachers college which serves an area like ours.

Among the high schools which send a large number of freshmen to the College, the West Frankfort High School, with twenty-two freshmen in this year's class, makes the highest scholarship record, an average of 3.24 for all freshmen registered. Christopher, Harrisburg, Marion, and Eldorado, all with more than twenty freshmen enrolled, are scattered along not so very far below West Frankfort. Among high schools sending six or more students, but fewer than twenty, the Harrisse, Fairfield, and Salem High Schools rank very high. An interesting fact is that the Carrier Mills High School, which is reputed to be the poorest financed high school in the state of Illinois sent us six students whose average grades were among the highest in the College.

The whole report is full of interesting information of this sort. A copy of the report will be placed in the Library where it will be accessible to county representatives and to others who may need some of the information which it contains.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II July 19, 1937 Number 43

****

Meeting

The Council of Administration will meet Monday afternoon, July 19, at two o'clock in the President's Office.

Changes in Standing Committees

In making the revised outline of the administrative organization of the College, I observe that a few members of the Faculty, because of their active interest in the matters at issue, have come to hold nearly all the committee chairmanships.

A democratic college administration calls for a large degree of faculty participation. This participation is carried out largely through committees. It is important, therefore, that there be as wide a distribution of committee responsibility as possible, both in order to give the largest number of faculty members an opportunity to do some work besides their teaching for the general good of the college, and to keep a few members of the faculty from being overburdened with administrative responsibilities to the detriment of their teaching.

For these reasons I am reorganizing some of the committees and changing some of the chairmanships. The new administrative organization outline will be out with next week's bulletin.

The Status of our Appropriation

The exact status of our appropriation for the coming biennium has still not been definitely and finally settled by the Board. In the meantime the safe thing for us to do is to assume that we will be held to the smaller figure, namely, a fifteen per cent increase in operating accounts over the appropriation in the last biennium. In the accounts for operation and for repairs and equipment, a fifteen per cent increase in the number of dollars spent means an actual decrease in materials purchased or work done, since the cost of materials has risen from twenty-five to over a hundred per cent, and the cost of skilled labor in Jackson county has risen over fifty per cent. It will be necessary, therefore, for all departments to be extremely conservative in their requests for new

equipment or for repairs.

Mr. Miles has been asked to call department heads into conference and reduce the current requisition at least fifty per cent to bring it safely within anticipated income. In order to do this some of the large items will have to be cut much more than fifty per cent.

Since the Library is the important foundation for the work of all departments of the College and particularly of those that do not require a great amount of expensive equipment, we shall follow the policy of giving the Library prior rights on money available for equipment. We shall do this by first taking out of the allotment for new equipment each term the amount set aside for books. This amount, which will be substantially more than has been spent hitherto, will be allocated to departments as equitably as possible.

It will also be necessary to reduce the amount of money which is spent from the Revolving Fund for student help. During the biennium, 1933-35, the average expenditure per year for student help was something over $13,000. Last year the student help pay roll rose to over $24,000. This was the result of what was perhaps a much too generous policy in granting student help to departments who might have been asked to get along with Federal Student Aid, and who prior to Federal Student Aid got along without any help at all. This year we have definitely set aside $18,000 for student help from state funds. Most of this money will have to be used in the offices of the Deans and in the administrative offices of the College.

Since the operating cost of the College for coal, for skilled labor, for electric power and the like will rise in spite of anything we can do, because of the increase in prices, and since the Revolving Fund will have to absorb this increase, it is absolutely necessary for us to reduce drafts upon the Revolving Fund for other purposes. The only flexible items that we can find are the items for student help and for travel.

Final Grades Due Wednesday, August 4

Final grades for all students are due in the President's Office on Wednesday, August 4. Grades for students on the summer graduation lists are due Friday, July 30. Cards for graduating students will be placed in the boxes.

FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

Volume II July 26, 1937 Number 44

****

Meeting

The Council of Administration will meet Tuesday afternoon, July 27, at two o'clock in the President's Office.

Fall Term Opening

The College will open on Tuesday, September 7, the day after Labor Day. Tuesday and Wednesday will be used for freshman registration, upperclass registration will be on Thursday, and classes will meet on Friday and Saturday of that week. The Saturday session is necessary in order to get in the legally required number of days before Thanksgiving so that our inter-term vacation may include the Thanksgiving holiday. There will be only the one Saturday session during the term.

All members of the Faculty are requested to be at their posts on Tuesday morning at seven o'clock even though they are not immediately concerned with freshman registration.

On Making Requisitions Conform to the Budget

In order to be safe, pending a final decision on what is to be done with the appropriation for the College, it has been necessary to reduce very sharply the requisitions for equipment that have come into the office. These reductions have been made by the Business Office according to my instructions. I am sorry that it has been necessary. I have asked Mr. Miles to explain the situation to the department heads. Perhaps a further word of explanation is in place.

At the beginning of the last biennium in July, 1935, we had a balance of nearly $40,000 in the Revolving Fund. With this money we were able to add enough to the regular appropriation for equipment and for operating costs to double the amount appropriated. In doing so, we ran our

Revolving Fund balance down to something over $12,000. This balance with the anticipated tuition for the fall term is now needed as an initial outlay to start the book rental plan. It will come back before the end of the biennium in the form of student rental fees for books, but until then it will be tied up, not subject to use for other purposes. It is, therefore, impossible for us to draw on the Revolving Fund for the requisition now under consideration.

The fifteen per cent increase in the appropriation for operation and equipment has been much more than absorbed in price increases, so that in terms of actual purchases, we have less rather than more in the appropriation than we had last biennium. All of this means that until new tuition and book rental fees begin to accumulate, we have less than half as much money available as we had each quarter of last biennium.

Obviously the College cannot spend money which it does not have. Therefore, protests to Mr. Miles are not only futile, but they show evidence of an indisposition to be reasonable.

The Outline of Administration

Because certain matters are not yet entirely settled and also because it will probably be better for other reasons, the new outline of the administrative organization of the College, which was announced for this week, will not be issued until the opening of the fall term.

SPECIAL FACULTY BULLETIN
Office of the President
Southern Illinois State Normal University

July 30, 1937

****

The Teachers College Board met yesterday and finally authorized the restoration of the salaries of all Faculty members who were here at the time the reduction was made to their pre-depression figure. This means an increase of one-ninth over the present salaries for those members of the Faculty. Members of the Faculty who have been employed since the cuts were made were also given substantial increases in salary so far as the funds permit. In this College every member of the Faculty will receive an increase in salary closely approaching the blanket increase.

Since this restoration of salaries has to be made without exceeding a fifteen per cent increase in the appropriation for general operating accounts, it means that the difference between the amount of money in the salaries and wages appropriation and the amount required to make the restoration will have to be taken from the Revolving Fund. This means the strictest economy in the overhead costs of the College at all points. This is exactly in line with my own idea that the first concern of the College is Faculty, and that overhead expense should always be kept at the minimum consistent with efficient operation and maintenance.

In view of the generous attitude of the Board in this matter, I bespeak the cooperation of every member of the Faculty to eliminate all waste and all unnecessary expense, including the waste of the time of student employees, so that the College may combine maximum efficiency of operation and good maintenance with a minimum expenditure of overhead operating costs.

The disposition of the purchase of the land for the new campus from the million dollar permanent improvement fund, and the question of the allocation of part of this fund for other purposes were referred to a committee of the Board, of which Mr. Alschuler is chairman. This committee is to meet within the month of August and consider the requests of the various Colleges and allocate the money.

The policy with reference to salaries and wages is to be exactly the same at all five of the Colleges. The only salaries that were not increased were the salaries of the five Presidents. They are to remain the same.

No members of any Faculty were refused reappointment.